



A G E N D A

CITY OF SEASIDE
CITY COUNCIL

REGULAR MEETING
Council Chamber
440 Harcourt Avenue
Thursday, April 21, 2016
7:00 PM

PLEASE TURN OFF YOUR CELL PHONES UPON ENTERING THE MEETING

1. **CALL TO ORDER**

2. **ROLL CALL – ESTABLISHMENT OF QUORUM**

Ralph Rubio	Mayor
Ian N. Oglesby	Mayor Pro Tem
Dennis J. Alexander	Council Member
Jason Campbell	Council Member
David R. Pacheco	Council Member

3. **INVOCATION AND PLEDGE OF ALLEGIANCE**

4. **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).

5. **PUBLIC COMMENTS**

Members of the public wishing to address the City Council 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 minutes. Public Comments on specific agenda items are heard under that item. For the public record, please state your name.

6. **PUBLIC AGENCY COMMUNICATIONS**

This is a time specifically set aside for representatives of public agencies to make brief comments of general interest to the City Council and the community.

7. **PRESENTATIONS**

A. **PROCLAMATION IN OBSERVANCE OF ARBOR DAY**

PURPOSE: The purpose of this item is in observance of Arbor Day April 29, 2016.

RECOMMENDATION: It is recommended that the City Council receive the proclamation

B. PROCLAMATION RECOGNIZING MAY 1-7, 2016 AS SMALL BUSINESS WEEK IN THE CITY OF SEASIDE

PURPOSE: The purpose of this item is to issue a proclamation recognizing May 1-7 as Small Business Week in the City of Seaside.

RECOMMENDATION: It is recommended that the City of Seaside proclaim May 1-7 as Small Business Week in the City of Seaside.

C. PROCLAMATION IN OBSERVANCE OF COMMUNITY PARTNERSHIP FOR YOUTH'S TWENTY FIFTH ANNIVERSARY IN THE CITY OF SEASIDE

PURPOSE: The purpose of this item is to present Community Partnership for Youth a proclamation in celebration of their Twenty Fifth Year of providing outstanding services to the youth of the City of Seaside.

RECOMMENDATION: It is recommended that the City Council present the proclamation and make comments as appropriate.

D. PROCLAMATION RECOGNIZING JAMES BOGAN FOR BEING SELECTED AS THE 2016 JEFFERSON AWARD HONOREE FOR HIS CONTRIBUTIONS TO THE CITY OF SEASIDE

PURPOSE: The purpose of this item is to present James Bogan a proclamation in celebration of being acknowledged a 2016 Jefferson Award Nominee for providing outstanding services to the community of Seaside.

RECOMMENDATION: It is recommended that the City Council present the proclamation and make comments as appropriate.

E. PRESENTATION AND RECOGNITION OF THE 2015 SUPPORT SERVICES EMPLOYEE OF THE YEAR

PURPOSE: To present to Records Technician Catherine Del Biaggio certificate, plaque and badge in honor of her selection as the 2015 Seaside Police Department Support Services Employee of the Year.

RECOMMENDATION: It is recommended that the City Council recognize Records Technician Catherine Del Biaggio.

F. RECEIVE PRESENTATION FROM MONTEREY COUNTY CONVENTION AND VISITORS BUREAU REGARDING MID YEAR VISITATION AN HOSPITALITY RESULTS

PURPOSE: To receive a presentation on the quarterly statistics regarding visitation and hospitality on the Monterey Peninsula and in Seaside.

RECOMMENDATION: That the City Council receive the presentation and ask questions as appropriate.

G. RECEIVE REPORT REGARDING THE COMMISSION FOR ACCREDITATION FOR LAW ENFORCEMENT AGENCIES, (CALEA).

PURPOSE: The purpose of this item is to report to the City Council the benefits and approximate cost for the City of Seaside Police Department to become an accredited agency through the Commission for Accreditation for Law Enforcement Agencies (CALEA).

RECOMMENDATION: It is recommended that the City Council receive the report.

8. CONSENT CALENDAR

The Consent Calendar includes routine items that can be approved with a single motion and vote. A member of the City Council or a member of the public may request that any time be pulled from the Consent Calendar for separate consideration.

A. APPROVE MINUTES OF APRIL 7, 2016

RECOMMENDATION: It is recommended that the minutes be reviewed and approved.

B. APPROVE AND FILE CITY CHECKS

PURPOSE: It is requested that the City Council approve and file the accounts payable and wired payments made during the period of March 29, 2016 through April 11, 2016. In addition, approval of the payroll and benefits checks, direct deposits and wired payments related to the period of March 31, 2016. Total Account Payable and Payroll for the above referenced period is \$1,137,562.96.

RECOMMENDATION: It is recommended that the City Council approve and file the attached checks.

C. AUTHORIZATION TO DISPOSE OF SURPLUS CITY VEHICLES AND EQUIPMENT

PURPOSE: The purpose of this item is to obtain City Council approval for the disposal of City vehicles and equipment that are no longer needed and considered excess due to inoperability or poor condition.

RECOMMENDATION: It is recommended that the City Council approve the disposal of the vehicles and equipment identified in this report.

D. APPROVE A SPECIAL EVENT APPLICATION FROM COMMUNITY PARTNERSHIP FOR YOUTH FOR THEIR SITE-TO-SITE PASSPORT WALK AND RALLY EVENT

PURPOSE: The purpose of this item is to consider the request for a fee waiver by the Community Partnership in Youth in the amount of one thousand, three hundred and fifty-nine dollars and sixteen cents (\$1,359.16).

RECOMMENDATION: It is recommended City Council approve this agenda item.

E. APPROVE A FEE WAIVER FROM ACTION COUNCIL OF MONTEREY COUNTY AND PALENKE ARTS ORGANIZATION TO USE LAGUNA GRANDE PARK TO HOLD THE FIRST ANNUAL PALENKE ART MUSIC FESTIVAL.

PURPOSE: The purpose of this item is to consider the request for a fee waiver by the Palenke Arts/Action Council in the amount of two thousand, eighty seven dollars (\$2,087.00).

RECOMMENDATION: It is recommended City Council approve this agenda item.

F. RENEWAL OF THE ANNUAL BINGO LICENSES FOR AMERICAN LEGION POST 591, V.F.W. POST 8679, AND MONTEREY PENINSULA AVENUE OF THE FLAGS

PURPOSE: The purpose of this item is to provide the City Council an opportunity to review the 2016 annual bingo license renewal applications from the three non-profit organizations (Three licenses) that conduct bingo games in the City of Seaside.

RECOMMENDATION: It is recommended that the City Council approve the renewal applications for annual Bingo licenses for American Legion Post 591, 1000 Playa Ave., Seaside-Monterey Memorial V.F.W. Post 8679, 1996 Fremont Blvd., and Monterey Peninsula Avenue of Flags, 986 Hilby Ave.

G. RESOLUTION APPROVING THE TWO-YEAR EXTENSION OF THE AUDIT CONTRACT WITH GALLINA LLP

PURPOSE: The purpose of this item is for the City Council to review and consider a resolution approving the two-year extension of the existing audit contract with Gallina LLP.

RECOMMENDATION: It is recommended that the City Council approve the attached resolution approving the two-year extension of the existing audit contract with Gallina LLP.

H. RESOLUTION AUTHORIZING SUBMITTAL OF APPLICATION(S) UNDER THE STATE DEPARTMENT OF RESOURCES RECYCLING AND RECOVERY, BEVERAGE CONTAINER RECYCLING CITY/COUNTY PAYMENT PROGRAM

PURPOSE: The purpose of this item is for the City Council to consider a resolution authorizing application for the Department of Resources Recycling and Recovery Beverage Container Recycling City/County Payment Program for any and all payment programs offered and authorizing the signature authority.

RECOMMENDATION: It is recommended that the City Council consider and adopt the attached resolution authorizing application for Department of Resources Recycling and Recovery Beverage Container Recycling City/County Payment Program for any and all payment programs offered and authorizing the signature authority.

I. RESOLUTION APPROVING A MEMORANDUM OF UNDERSTANDING WITH THE MONTEREY REGIONAL WASTE MANAGEMENT DISTRICT AND TECHNICAL ADVISORY COMMITTEE MEMBERS FOR SHARED FRANCHISE CONTRACT COMPLIANCE AND MANAGEMENT AND AUTHORIZING \$11,055 APPROPRIATION FOR THE CITY OF SEASIDE'S SHARE

PURPOSE: The purpose of this item is to provide the City Council the opportunity to consider a resolution approving an MOU with the Monterey Regional Waste Management District and Technical Advisory Committee members for shared Franchise Contract Compliance and Management and authorizing an appropriation of \$11,055.

RECOMMENDATION: It is recommended that City Council approve the attached resolution approving an MOU with the Monterey Regional Waste Management District and Technical Advisory Committee members for shared Franchise Contract Compliance and Management and authorizing an appropriation of \$11,055.

J. APPROVE A FEE WAIVER FROM COMMUNITY HOSPITAL OF THE MONTEREY PENINSULA RECOVERY CENTER FOR THE USE OF THE LAGUNA GRANDE HALL FOR THEIR INSTALLATION DINNER EVENT.

PURPOSE: The purpose of this item is to consider the fee waiver request from the Community Hospital of the Monterey Peninsula Recovery Center for the use of the Laguna Grande Hall to hold their annual installation dinner in the amount of six hundred, ninety-two dollars and twenty-five cents (692.25).

RECOMMENDATION: Staff recommends that the City Council approve the request.

9. PUBLIC HEARING

A. PUBLIC HEARING TO CONSIDER PROPOSED TEXT AMENDMENTS TO CHAPTER 10.04 AND CHAPTER 10.32 OF THE SEASIDE MUNICIPAL CODE TO PROHIBIT THE PARKING OF RECREATIONAL VEHICLES, TRAILERS, AND PROHIBITED VEHICLES ON CITY STREETS, ALLEYS, PUBLIC RIGHT-OF-WAYS, AND PUBLICLY OWNED PARKING LOTS. (FIRST READING – ROLL CALL VOTE).

PURPOSE: In accordance with Section 17.74.040.A of the Seaside Municipal Code (SMC), the purpose of this item is to have the City Council consider the proposed text amendments to Chapter 10 which would prohibit the the on street parking of recreational vehicles, trailers, and prohibited vehicles as defined in the Draft Ordinance. A Negative Declaration has been prepared for the proposed text amendments.

RECOMMENDATION:

It is recommended that the City Council take the following actions in consideration of the proposed text amendments to the SMC:

1. Adopt a Resolution certifying a Negative Declaration for the proposed text amendments in accordance with the California Environmental Quality Act Guidelines, and
2. Pass to Print the first reading of the Draft Ordinance provided for the proposed text amendments to the SMC.

10. BUSINESS ITEMS

A. APPROVE MEMORANDUM OF AGREEMENT BETWEEN CITY OF SEASIDE AND CALIFORNIA STATE UNIVERSITY AT MONTEREY BAY

PURPOSE: The purpose of the MOA is threefold. Its primary purpose is to fortify the relationship between the City and CSUMB as aligned partners achieving a shared vision of prosperity and success well into the future. Its secondary purpose is to establish mutually agreeable design parameters for, and secure access to, the “Main Gate” parcel, in anticipation of issuance of a Request For Proposals for mixed-use, high-quality redevelopment of the site. Its tertiary purpose, consistent with the primary and secondary purposes, is to outline a scholarship program that will leverage the commercial redevelopment of the Main Gate site into a sustainable source of funds for Seaside children to attend CSUMB.

RECOMMENDATION: That the agreement be approved.

B. CONSIDERATION OF THE COMMUNITY DEVELOPMENT ADVISORY COMMITTEE (CDAC) RECOMMENDATIONS FOR USE OF THE 2016-2017 COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS AND THE DRAFT 2016-2017 ANNUAL ACTION PLAN AND PROVIDE DIRECTION TO STAFF

PURPOSE: The purpose of this item is for the City Council to receive the Community Development Advisory Committee (CDAC) recommended 2016-2017 public service and eligible projects award allocations and to provide staff direction on the preparation of the Annual Action Plan. A public hearing to consider the 2016-2017 Annual Action Plan is scheduled for May 4 prior to submitting the City's CDBG plans to the Department of Housing and Urban Development (HUD) for review and approval by the May 15, 2016 deadline.

RECOMMENDATION: It is recommended that the City Council accept the CDAC's recommendations for 2016-2017 CDBG fund allocations and direct staff to proceed with the process of preparation of the Annual Action Plan.

C. CONSIDER DEBT FINANCING PROPOSAL FOR VARIOUS CAPITAL PROJECTS, INCLUDING LIBRARY HVAC AND ROOF, CITY HALL HVAC, CITY HALL WINDOWS, FIRE DEPARTMENT HVAC AND GENERATOR AND SOLAR PANELS AND PROVIDE DIRECTION TO STAFF

PURPOSE: The purpose of this item is to provide and an opportunity for the City Council to review and consider lease/purchase financing for various capital projects and provide direction to staff.

RECOMMENDATION: It is recommended that the City Council receive the financing proposal and review and consider lease/purchase financing for various capital projects and provide direction to staff.

11. MAYOR, CITY COUNCIL, CITY MANAGER AND CITY ATTORNEY COMMENTS AND REPORTS ON COMMITTEE ASSIGNMENTS

This is a time specifically set aside for members of the City Council, the City Manager and City Attorney to make brief comments of general interest to the community, make requests that items be added to future City Council meeting agendas as necessary and report on committee assignments.

12. ADJOURNMENT

Next Regularly Scheduled Meeting:
May 5, 2016
7:00 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.



- Whereas,* In 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and
- Whereas,* this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and
- Whereas,* Arbor Day is now observed throughout the nation and the world, and
- Whereas,* trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen, and provide habitat for wildlife, and
- Whereas,* trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products, and
- Whereas,* trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community, and
- Whereas,* trees, wherever they are planted, are a source of joy and spiritual renewal.

Now, Therefore I, Ralph Rubio, Mayor of the City of Seaside, do hereby proclaim April 29, 2016 as Arbor Day in the City of Seaside and I urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands, and *Further*, I urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

Ralph Rubio, Mayor

Dated this 21st day of April, 2016.

City of Seaside
PROCLAMATION



“Small Business Week”

May 1-7, 2016

***WHEREAS,** small businesses are the engines of job creation in the United States and this fact comes to life in the City of Seaside, California; and*

***WHEREAS,** small businesses represent a community at work; and often times their value and the role they play in our communities is overlooked because they are small; and*

***WHEREAS,** the impact is evident in our society as more than half of Americans either own or work for a small business, and they create approximately two out of three new jobs in the U.S. each year; and*

***WHEREAS,** in the City of Seaside, our small businesses over the years have provided jobs, paid taxes, and contributed to local charitable and community efforts; and*

***WHEREAS,** owners of small businesses deserve recognition, gratitude and support through “Celebration of Small Businesses Week in Monterey County” initiated by the Monterey County Business Council as part of the Small Business Administration National Small Business Week May 1st to 7th, 2016; and*

***WHEREAS,** the City of Seaside recognizes that small businesses in Seaside are a core component of our local economy and pays tribute to the determination and entrepreneurial spirit of City of Seaside business owners.*

***NOW THEREFORE, BE IT PROCLAIMED,** that, I, The Honorable Ralph Rubio, Mayor of the City of Seaside, California, on behalf of the City Council do hereby proclaim May 1-7, 2016, as **“Small Business Week,”** and I urge all the people of Seaside to recognize small business for the contributions they make in providing jobs and generating revenue, and for the unique cultural and social element they bring to our community.*

Ralph Rubio
Mayor

April 21, 2016

City of Seaside PROCLAMATION



Community Partnership For Youth's 25 Year Anniversary

WHEREAS, Community Partnership for Youth (CPY) was formed in the spring of 1991 as a grassroots community response to a local tragedy: a promising Seaside High School student-athlete, Ramon Avila, was shot and killed April 30, 1991 during an alleged drug deal; and

WHEREAS, local community leaders vowed to find a solution to spiking crime in the neighborhood and its effects on “at-risk children”, and came together to develop school-based interventions with an emphasis on prevention and alternatives to gangs, drugs and violence; and

WHEREAS, Community Partnership for Youth (CPY) partners with over fifty local governmental, non-profit and private sector organizations including the City of Seaside to deliver programming where students can grow academically, socially, creatively, and emotionally in a disguised learning environment; and

WHEREAS, Community Partnership for Youth (CPY) works with the “whole child” and offers a straightforward, principled approach to empower students to learn and demonstrate the CPY Standards, while also receiving homework, reading assistance, support and one-on-one mentor and peer-to-peer relationships, where they can practice and model the behaviors that will lead to personal success, and

WHEREAS, Community Partnership for Youth (CPY) has grown as their students have grown, now offering an afterschool mentor-tutor program, all day summer intersession programming, a middle school leadership and life skills program, Youth Empowerment Solutions (YES), high school leadership/ life skills /job preparation program, Visual and Performing Arts Academy, and the Strengthening Families Program (SFP); and

WHEREAS, at Community Partnership for Youth (CPY) children learn important skills that can be used in all areas of their lives and learning. They learn the importance of self-expression, team work, collaboration, and to see the world they live in with fresh and open eyes, as well as offering job skills training and entry level jobs by hiring high school students who have completed prerequisite requirements, thus helping them further develop their life skills and self-esteem.

NOW THEREFORE, BE IT PROCLAIMED, that, I, The Honorable Ralph Rubio, Mayor of the City of Seaside, on behalf of the City Council, do hereby congratulate and thank Community Partnership for Youth for successfully providing services for, supporting, encouraging and enhancing the lives of youth in the City of Seaside for 25 years.

Ralph Rubio, Mayor
March 17, 2016

City of Seaside PROCLAMATION



James Bogan 2016 Jefferson Award Honoree

WHEREAS, the American Institute for Public Service was created in 1972 by Jacqueline Kennedy Onassis, U.S. Senator Robert Taft Jr. and Sam Beard. The public foundation established the Jefferson Awards, a Nobel Prize for community and public service. In 1977, the Jefferson Awards embarked on a media partnership with local newspapers and television stations to highlight community service in America; and

WHEREAS, the Jefferson Awards mission is to encourage and honor individuals for their achievements and contributions through public and community service, they are a well-respected recognition system honoring individuals who perform community and public service. The Jefferson Awards are presented at both the national and local levels; and

WHEREAS, the local level recognizes individuals who are committed to improving their communities through volunteer and community services. The honorees are ordinary people who accomplish extraordinary things, often without the expectation of recognition; and

WHEREAS, James Bogan, a Seaside resident, was recently honored as a recipient of the Jefferson Award; and

WHEREAS, for years Mr. Bogan has helped and continues to help Veterans in any way he can. Through his efforts, a transportation service was established to take local veterans up to the Veterans Hospital in Palo Alto; and

WHEREAS, Mr. Bogan is one of the four original Veterans who joined together to form the Central Coast Veterans Cemetery Foundation in 2003. This organization has been solely responsible for raising all of the three million dollars necessary to build the first section of the Veteran's Cemetery in Salinas, turning a dream into a reality.

NOW THEREFORE, BE IT PROCLAIMED, that, I, The Honorable Ralph Rubio, Mayor of the City of Seaside, on behalf of the City Council, do hereby recognize James Bogan for his accomplishments and outstanding community service, and for being selected as a KSBW 2016 Jefferson Award Honoree.

Ralph Rubio
Mayor

April 21, 2016



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 7.E.

TO: City Council

FROM: Craig Malin, City Manager

BY: Vicki Myers, Police chief

DATE: April 21, 2016

SUBJECT: PRESENTATION AND RECOGNITION OF THE 2015 SUPPORT SERVICES EMPLOYEE OF THE YEAR

PURPOSE

To present to Records Technician Catherine Del Biaggio certificate, plaque and badge in honor of her selection as the 2015 Seaside Police Department Support Services Employee of the Year.

RECOMMENDATION

It is recommended that the City Council recognize Records Technician Catherine Del Biaggio.

BACKGROUND

The Seaside Police Department is proud to present to the City Council and the City of Seaside the recipient of the 2015 Seaside Police Department Support Services Employee of the Year, Records Technician Catherine Del Biaggio.

All members of the Seaside Police Department may nominate a support services employee for the Seaside Police Department Support Services Employee of the Year. Nominations must be based upon the values of the Seaside Police Department, which are:

- Accountability
- Integrity
- Honesty
- Loyalty
- Respect
- Responsibility
- Teamwork
- Service

Nominations may be based upon a single notable incident, or may be based upon the nominee's

ongoing, daily performance and conduct.

The Seaside Police Department is proud to present Police Records Technician Catherine Del Biaggio as our 2015 Seaside Police Department Support Services Employee of the Year.

Police Records Technician Catherine Del Biaggio began her career as a part-time Seaside Police Records Technician in January 2015. When a full-time position became available, Catherine's co-workers quickly let it be known what a great candidate Catherine was for the full-time position. On her own merit, Catherine was hired full-time in April 2015.

Two of the reasons Catherine was nominated are her motivation and attitude. Catherine has been described as "hungry" to learn, and demonstrates drive and a desire to further the mission of the Seaside Police Department each and every day.

Catherine also volunteers to take on extra responsibilities, such as completing monthly safety inspections and reports, billings, and providing back-up for pay roll. As if that were not enough, Catherine volunteers to represent the City and Department at various events, such as National Night Out, the LULAC Community Event, and various job fairs.

Catherine also performs very well under pressure. On April 7, 2015, the Special Response Team was called out to a barricaded subject with a gun. Catherine and another Police Records Technician assisted with the administrative aspects of the operation. The supervisors advised Catherine did an excellent job, and stated: "You (both) performed well beyond my expectations. It's nice to know we can count on (both) of you in the future during rapidly evolving situations like this." It should be noted that Catherine had only been on the job for four months.

On June 5, 2015 Catherine's supervisor received a call from the parent of a child who had been victimized. The parent wanted to let us know that he had received "incredible customer service and compassion" from Catherine, as she assisted and explained the Restraining Order process, and worked with officers to ensure the Order was served.

FISCAL IMPACT

There is no impact to the general fund. The cost for the badge and plaque are minimal and will be incorporated into the Police Department's existing budget.

ATTACHMENTS

1. None
-

Reviewed for Submission to the
City Council by:

Meeting Date: April 21, 2016



Craig Malin, City Manager



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 7.F.

TO: City Council

FROM: Craig Malin, City Manager

BY: Lesley Milton-Rerig, City Clerk

DATE: April 21, 2016

**SUBJECT: RECEIVE PRESENTATION FROM MONTEREY COUNTY
CONVENTION AND VISITORS BUREAU REGARDING MID YEAR
VISITATION AN HOSPITALITY RESULTS**

PURPOSE

To receive a presentation on the quarterly statistics regarding visitation and hospitality on the Monterey Peninsula and in Seaside.

RECOMMENDATION

That the City Council receive the presentation and ask questions as appropriate.

BACKGROUND

Annually the Monterey County Visitors and Convention Bureau present to the City Council the visitor impact reports to keep the City informed of the hospitality influences around the peninsula.

Staff from the MCCVB will make a presentation on the mid year report results during the meeting.

FISCAL IMPACT

ATTACHMENTS

1. Third Quarter Report
-

2. Q3 Infrograph

Reviewed for Submission to the
City Council by:



Craig Malin, City Manager

MCCVB Scorecard July 1, 2015 – March 31, 2016

YEAR-TO-DATE CITY INVESTMENT: \$54,898

TOTAL ECONOMIC IMPACT GENERATED BY MCCVB: \$8,194,348

RETURN ON INVESTMENT: \$148:1

Monterey County Visitor Profile Study update: February 2016

As part of an ongoing strategy to be a research driven organization, studies are done throughout the year to get a clear snapshot of the visitors who choose Monterey County as a destination. Below are some key findings from the latest Visitor Profile Study:

Most visitors are coming in for a vacation (50.5%)

Visitors are primarily arriving by car (79.4%)

The average Monterey County visitor is 49.3 years old, has an income of \$129,925 and is married (68.4%)

[For the full study, please click here](#)

Economic Benefit to the City of Seaside

Group Sales & Services

Groups Booked: 13

Group Room Nights: 1,837

Economic Impact of Group Bookings: \$1,603,500

Sales Tax Generated: \$176,547

Jobs Supported by Group booking: 613

Transient Occupancy Tax Generated: \$81,285

Marketing & Communications

"GLBTM" Campaign Room Nights: 7,022

Booking.com Room Nights: 80

Economic Impact of Activity:

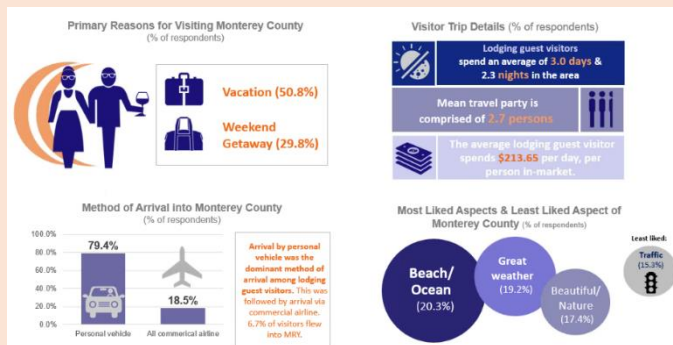
"GLBTM" Campaign Economic Impact: \$5,310,786

Booking.com Room Revenue: \$10,012

Visitor Services

Monterey Visitor Center Incremental Room nights influenced: 3,920

Economic Impact of Influenced Room nights: \$1,270,051



The new SeeMonterey.com

A mobile-first platform featuring inspiring video, images and interactive planning tools are the foundation of the new MCCVB website unveiled in March of 2016. Designed to be user-friendly and provide visitors with improved tools and resources to aid in trip planning.

In addition to its visually appealing, long form design, the new site offers more opportunity for engagement including a personalized trip planner, Social Moments Channel, interactive map of the county, new wedding planning microsite and expanded photos and video collections.

A custom itinerary builder hosted by Utrip is focal point on SeeMonterey's homepage. Once a traveler indicates their interests and budget, Utrip sorts through millions of combinations of popular pages, activities, and restaurant recommendations to deliver personalized itineraries -- in seconds. Travelers have the option of immediately booking lodging and sharing their itineraries with friends.

A new interactive map is also featured on the homepage and showcases each region of Monterey County's 3,771 square miles of diverse regions—from the rugged coastline of Big Sur to the agriculture fields of the Salinas Valley. This tool offers an engaging platform for travelers to click on a region's interactive pin and connect to a landing page full of inspirational content, featured partners, events and offers.

SeeMonterey.com Unique Visitors

• Seaside web page unique visitors	3,591
• Seaside web pages total referrals	4,972
• Seaside web pages total impressions	8,973

Recent Blog Posts Highlighting Seaside (January – March 2016):

[Things to Do in Monterey This Weekend: January 8-10, 2016](#)

[Game Day Beverages from Monterey County](#)

[8 Unique Dates in Monterey County](#)

[Things to Do in Monterey This Weekend: March 18-20, 2016](#)

[Things to Do in Monterey This Easter Weekend: March 25-27, 2016](#)

MCCVB Media Relations Highlights

Earned Media Advertising Equivalency FYTD: \$1,001,687

Publication Name: ifeng.com (China)

Headline: Monterey County Named "Best Golf Travel Destination"

Summary: The China Tourism Academy announced at the "World Tourism Festival" awards ceremony that Monterey, California won the "Best Golf Tourism Destination" award. The article focus on how friendly and easy it is to have an amazing golf vacation in Monterey County. Monterey County properties that are mentioned include Bayonet & Black Horse.

Advertising Value: \$24,590 | Unique Monthly Visitors: 8,800,000

Publication Name: GolfChannel.com

Headline: Places to play besides Pebble Beach?

Summary: #AskMattG from golfchannel.com's show Morning Drive worked directly with the MCCVB for help recommending golf courses to play other than Pebble Beach in Monterey County. Courses that Matt highlighted on the show included Bayonet and Black Horse.

Advertising Value: \$1,991.81 | Circulation: 297,586

Publication Name: Sacramento Bee

Headline: Military Past Fades Away at Fort Ord

Summary: We are pleased to share that the Sacramento Bee reported on how the historic former Army base now features miles of hiking, mountain biking and even a state college. Included in this article are the murals of Fort Ord, California State University Monterey Bay, and Fort Ord National Monument.

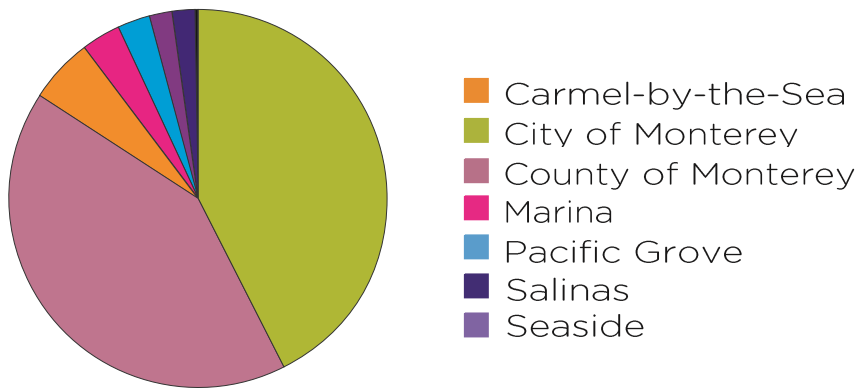
Advertising Value: \$206,168 | Circulation: 231,187

MCCVB Board and Advisor Representatives from Seaside

Ralph Rubio, Director
Mayor
City of Seaside
831-899-6700
rrubio@ci.seaside.ca.us

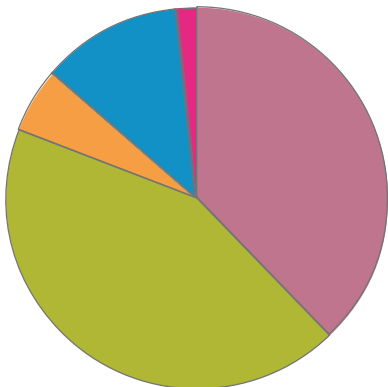
MCCVB 2015-2016 Budget

2015 -2016 Jurisdiction Investment



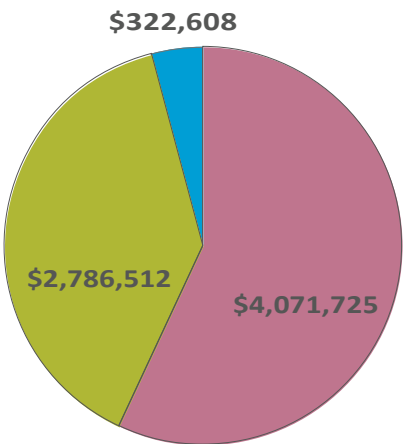
2015 -2016 Expenditures

- Marketing Communications
- Sales and Group Services
- Administration
- Visitor Services
- Membership



2015 -2016 Revenue

- TID/HID
- Jurisdiction Investment
- Private



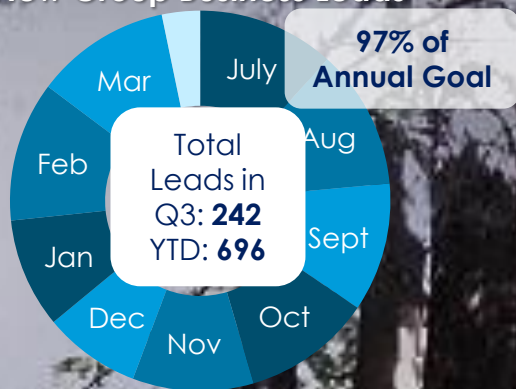
Third Quarter Report

January – March 2016

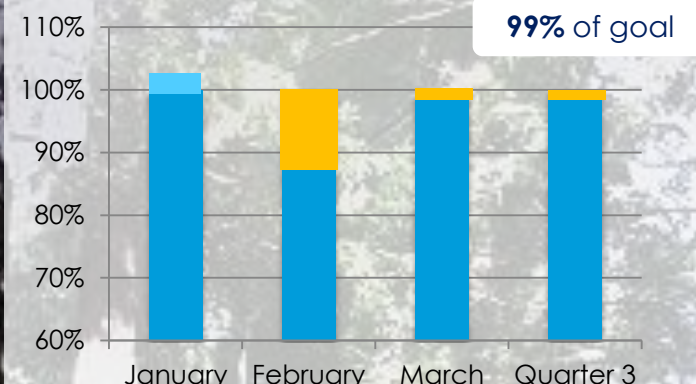
Sales & Group Services

MONTEREY
Monterey County Convention
& Visitors Bureau

New Group Business Leads



Group Room Night Index



Conversion Rate

Jan	Feb	March	YTD AVG
32.86%	34.09%	29.41%	39%

Goal: 35%
111% of goal

Marketing & Communications

Targeted Earned Media

(ad equivalency)
\$10,131,684 in Q3
\$40,288,423 YTD



SeeMonterey.com



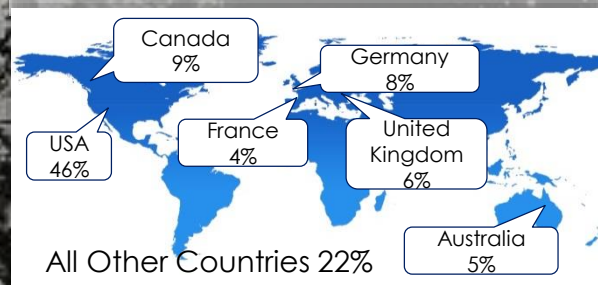
100% of Annual Goal

136,239 Social Engagements in Q3
383,500 Social Engagements YTD

Visitor Services

61% of visitors who walked into the Monterey Visitors Center were influenced to stay longer
Goal: 53% | 115% of Annual Goal

Where Do Our Visitors Come From?



Hired Sammy Ramos, Regional Sales Executive and Kelly Gonzalez, Administrative Coordinator

SBDC Tourism Workshop: Tourism Marketing

Visit California Mexico Media and Trade mission

Blackhawks Client Event in Chicago with SF Travel

MPISN Crab Feed Client Event Sacramento

January

4



11

10-13

18-21

24

PCMA Convening Leaders Vancouver, Canada

26

February

Hired Zoe Carter, Communications Coordinator and Joe Marcy, Regional Sales Executive

visit California
Visit California Outlook Forum San Francisco

MCCVB Second Quarterly Forum



San Francisco Giants Fan Fest San Francisco

Destination Travel Foundation Annual Gala Washington, D.C.

March

3

"96 Hours over Monterey" photography exhibition



15

SeeMonterey.com Relaunches

NAJ Active America Chinese Receptive Operator Summit

16-18



"Miles of Moments" Spring Campaign Launch

25

29

SF Travel Industry Outlook Conference



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 7.G.

TO: City Council

FROM: Craig Malin, City Manager

BY: Vicki Myers, Police chief

DATE: April 21, 2016

**SUBJECT: RECEIVE REPORT REGARDING THE COMMISSION FOR
ACCREDITATION FOR LAW ENFORCEMENT AGENCIES,
(CALEA).**

PURPOSE

The purpose of this item is to report to the City Council the benefits and approximate cost for the City of Seaside Police Department to become an accredited agency through the Commission for Accreditation for Law Enforcement Agencies (CALEA).

RECOMMENDATION

It is recommended that the City Council receive the report.

BACKGROUND

BACKGROUND

The Commission on Accreditation for Law Enforcement Agencies, Inc. (CALEA) was created in 1979 as a credentialing authority through the joint efforts of law enforcement's major executive associations:

- International Association of Chiefs of Police
- National Organization of Black Law Enforcement Executives
- National Sheriffs' Association
- Police Executive Research Forum

A Commission Board, comprised of 21 members, governs CALEA. Eleven must be law enforcement practitioners with the balance selected from the public and private sectors. The Commissioners are appointed by the four founding law enforcement organizations.

Specifically, CALEA's goals are to:

- Strengthen crime prevention and control capabilities
- Formalize essential management procedures
- Establish fair and nondiscriminatory personnel practices
- Improve service delivery
- Solidify interagency cooperation and coordination
- Increase community and staff confidence in the agency

Standards

The purpose of CALEA's Accreditation Program is to improve the delivery of public safety services, primarily by maintaining a body of standards that cover a wide range of up-to-date public safety initiatives, establishing and administering an accreditation process, and while recognizing professional excellence.

The standards are based upon and reflect the best practices and experience of law enforcement practitioners and researchers and are recognized by many law enforcement associations, leading educational and training institutions, government agencies, and enforcement executives internationally. CALEA's Standards for Law Enforcement Agencies and its accreditation program serves as benchmarks for many of today's premier law enforcement agencies.

The standards address six major law enforcement areas:

- Role, responsibilities, and relationships with other agencies
- Organization, management, and administration
- Personnel administration
- Law enforcement operations, operational support, and traffic law enforcement
- Detainee and court-related services
- Auxiliary and technical services

Benefits of Accreditation

Accreditation requires a law enforcement agency to develop a comprehensive, well thought out, uniform set of written directives. This is one of the most successful methods for reaching administrative and operational goals, while providing direction to personnel.

- Accreditation standards provide the necessary reports and analyses agencies need to make fact-based, informed management decisions
- Accreditation is a means for developing or improving upon an agency's relationship with the community
- Accreditation strengthens an agency's accountability, both within the agency and the community, through a continuum of standards that clearly define authority, performance and responsibilities
- Accreditation can limit an agency's liability and risk exposure because it demonstrates that internationally recognized standards for law enforcement have been met, as verified by a team of independent outside CALEA-trained assessors

Self-Assessment and On-Site Assessment

Once the City of Seaside Police Department is enrolled in CALEA's program, we have 36 months to complete our self-assessment and schedule an on-site assessment.

The agency proceeds with self-assessment by complying with applicable standards, developing proofs of compliance, and preparing for the on-site assessment. A team of CALEA-trained assessors will then visit the agency to determine compliance with standards, view agency operations, conduct a public information session, and report its findings to the Commission for final determination of accreditation status.

Commission Review and Decision

CALEA holds a conference three times a year in which the Commission's Review Committees conduct hearings regarding the agency's compliance to applicable standards. If satisfied the agency has met all compliance requirements, the Commission awards accreditation for a three-year period and is able to display the CALEA program's Mark of Excellence.

Maintaining Compliance and Re-accreditation

During its three-year accreditation award cycle, the agency must maintain compliance with applicable standards, keep its proofs of compliance up-to-date, and live the letter and spirit of those standards. To retain its accredited status, the agency is required to submit to CALEA their appropriate accreditation continuation fees, as well as an annual report. Reaccreditation occurs at the end of the three years, following another successful on-site assessment and hearing before the Commission.

Cost of Accreditation

The initial accreditation fees for an agency of our size is \$11,450. In addition to the initial accreditation fees, agencies are charged for the estimated on-site costs of the initial assessment. Actual on-site costs are impacted by lodging, airfare, the number of assessors utilized, and other factors specifically related to the assessed agency and the geographical area in which it is located.

The initial Law Enforcement Agreement between the agency and CALEA is for 36 months; however most agencies are able to complete the self-assessment within a much shorter time. If the agency has not completed the self-assessment or scheduled its initial on-site by the end of the 36th month of the initial agreement period, the agency may request an annual extension of the Agreement at a cost of 35% of the initial accreditation fee in effect.

After an agency receives its initial accreditation award, it enters into a Continuation Agreement and begins paying annual continuation fees, which includes the estimated charge for its next on-site assessment. Currently that fee is \$4,065 for an agency of our size.

LEGAL REVIEW

None.

FISCAL IMPACT

There is no cost at this time. Should the City decide to move forward with obtaining accreditation through CALEA, staff will provide the appropriate documentation and return to the City Council with a recommendation and complete costs.

ATTACHMENTS

1. CALEA Accreditation Process Quick Guide
-

Reviewed for Submission to the
City Council by:



Craig Malin, City Manager

Accreditation Process Quick Guide

The CALEA 5-STEP Accreditation Process

We believe it's important for you to know what to expect, so we've put together this Quick Guide to provide an overview of the process. For a detailed description, please refer to the CALEA Guide to Successful Accreditation Management provided through PowerDMS™.

We suggest that your agency start by contacting the assigned Regional Program Manager (RPM) to discuss enrollment. Before enrolling, we recommend:

- Conversing with governing bodies and leadership for support and identifying financial or organizational issues
- Reviewing the agency's strengths, weaknesses, opportunities and threats (SWOT analysis)
- Planning for initial accreditation fees and continued financial support



Enrollment is your first step, and it's a simple one

- Contact RPM
- Access the enrollment section on the CALEA website to download forms
- Sign all enrollment forms and email to CALEA Staff

You'll have either 36 or 24 months to complete this step

- Develop relationship with RPM
- Create, modify written directive system
- Ensure practice and policy are working in concert
- Attend CALEA Conferences for accreditation PowerDMS™ training
- Identify key stakeholders
- Join an Accreditation Support Network
- Monitor standards for updates
- Generate proofs and include in accreditation files to verify compliance with standards
- Conduct initial informal review
- Contact RPM to schedule assessment

During this step, you'll prepare for a site-based assessment

- Coordinate with CALEA staff to prepare and submit agency information and assessment documentation
- Participate in remote web-based assessment of accreditation documentation
- Participate in site-based assessment
- Review assessment report provided to agency

If compliance requirements are achieved, the Commission awards accreditation

- Attend the Commission Review Committee Hearing and Awards Banquet at the next CALEA Conference
- Transition to the reaccreditation model
- Promote achievement to the community

Reaccreditation is an ongoing quality performance review of the agency

- Maintain agency information & statistical tables
 - Submit annual reports to CALEA
 - Participate in annual web-based assessment
- Also in the fourth year:
- Participate in site-based assessment

CONTINUOUS MAINTENANCE OF ACCREDITATION PROCESS

REACCREDITATION

the four-year review cycle





DRAFT MINUTES

CITY OF SEASIDE
CITY COUNCIL

REGULAR MEETING
COUNCIL CHAMBER
Thursday, April 7, 2016
7:00 PM

1. **CALL TO ORDER**

Mayor Rubio called the meeting to order at 7:00 PM.

2. **ROLL CALL – ESTABLISHMENT OF QUORUM**

PRESENT: Alexander, Campbell, Oglesby, Pacheco, Rubio
ABSENT: None

3. **INVOCATION AND PLEDGE OF ALLEGIANCE**

4. **REVIEW OF AGENDA**

Legal Counsel Freeman indicated that the draft ordinance that is in the Council packet is not the correct item and has been continued to the next meeting. He encouraged anyone who wishes to speak on that item to do so under public comment.

5. **PUBLIC COMMENT**

Mayor Rubio invited comments from the public.

- Steve Bloomer, president of the Seaside High Alumni association spoke to a fundraiser to be held on April 16th and invited the Council and the public to attend. The funds go to providing scholarships to the Seaside High School
- Dawn Poston, ED for the Monterey Horse Park spoke to comments questioning the quality and number of events, and number of visitors and jobs that the project is projected to generate. She spoke to the difference between a race track and a horse park.
- Diana Cotton spoke to the issue of water, and asked if they would consider making the Pure Water Monterey project pipeline a public entity having it paid through WMPMD or MRWPCA so it would be owned by the public and be less expensive with interest.
- Sue Hawthorne indicated how nice it is to have videos of the public meetings so you can watch from home but for those that come to the meetings, she asked that if there was a way to replace the chamber cushions to be more comfortable.

Mayor Rubio responded to the comments made. He said that Cal Am is working with MCWD, MRWPCA and FORA to provide the pipelines. The Cal Am pipeline considers a different alignment and he does not know where that money will be coming from. City Manager Malin is working to bring back a few options for consideration regarding the council seating cushions.

6. **PUBLIC AGENCY COMMUNICATIONS**

Jim Vosson spoke to efforts to develop websites to provide promotion for the businesses the Chamber represents. He encouraged people to visit Montereybaycoolwebsites.com.

Charles Brown, Trustee from Monterey Peninsula College indicated the College President's address is coming up on April 22nd with the honorees being Dan and Joanne Albert. He reported that enrollment stands at 14,587 Students, down from previous years and that the largest source of students comes from Monterey and he encouraged Seaside to remind their residents of the great education MPC offers. He closed by recognizing Deputy Chief Lumpkin for his induction into the

MPC Hall of Fame.

7. **PRESENTATIONS**

A. **PRESENTATION OF THE MARCH 2016 HOUSE OF THE MONTH AWARD**

Mayor Rubio and Neighborhood Improvement Program Committee Ray Bennett awarded Kathleen Porter for her efforts to beautify her home.

B. **PRESENTATION OF THE 2016 BUSINESS OF THE FIRST QUARTER AWARD**

Mayor Rubio and Neighborhood Improvement Program Committee Ray Bennett awarded to the Press Club on Fremont Street as Business of the First Quarter 2016.

8. **CONSENT CALENDAR**

A Member of the public requested to pull Item 8C. Council Member Pacheco requested to pull Item H and Council Member Alexander had questions on Items E & F. Council Member Campbell requested a word change from illegal to legal on Minutes, under Council Comments.

On motion by Council Member Alexander and seconded by Mayor Pro Tem Ian Oglesby and passed by the following vote the City council approved the Consent Calendar balance with the exceptions of items C, E, F and H.

RESULT:	Adopted
MOVER:	Council Member Dennis Alexander
SECONDER:	Mayor Pro Tem Ian Oglesby
AYES:	Ralph Rubio, Ian Oglesby, Dennis Alexander, Jason Campbell, Dave Pacheco
NOES:	None

A. **APPROVE MINUTES OF MARCH 17, 2016 REGULAR MEETING**

Action: Approved as Amended

B. **APPROVE AND FILE CITY CHECKS**

Action: Approved & Accepted

C. **CONSIDER THE APPROVAL OF THE TRAFFIC ADVISORY COMMITTEE (TAC) RECOMMENDATIONS**

Mayor Rubio invited the member of the public to speak.

- A Resident spoke to the dangerous intersection at Kimball and Highland. They understand that staff denied stop signs because they are not warranted. She spoke to the 333 petition signatures regarding this intersection and to people who use alternate routes because of the safety issues which will skew the numbers. The red curb will help, but not eliminate the blind spot.
- Anna Lee Green, spoke to witnessing the accident and to the driver's efforts to inch out for sight issues causing a fatality. Stop signs would have prevented.
- Cheryl Rivera, homeowner on Kimball who also witnessed the accident agreed it is an unsafe incident, and the survey numbers do not take into account the grade or speed factor, and the speed factors and she spoke in support of the stop sign.
- Rebecca Pieken agreed with the other speakers.
- Resident of Highland, spoke representing a neighbor that has had two car crashes into her home and is going to move because of it.
- Ray Bennett, agreed with the danger of the intersection and visibility issues.

- Resident agreed with the danger, please consider another alternative.
- The sister and Mother of the victim spoke thanking everyone here for supporting this issue, and requested something to be done to make the street safer. She suggested possibly raising the fees of penalties for driving infractions to encourage obedience of traffic laws. The stop sign is not going to bring him back but there needs to be justice for this accident. They requested increased enforcement of that street.
- Resident spoke in support of previous comments made.

City Engineer/Public Works Services Manager O'Halloran spoke to the TAC analysis and the results of the TAC meeting action. The MUTCD and the City Risk Manager both agree that the City creates that unwarranted stop sign increases collisions and there will be poor adherence to stopping therefore will have less compliance. Mr. O'Halloran answered questions from the Council.

On question regarding the MUTCD, the Council questioned the Council or TAC authority to go against the MUTCD, to which Legal Counsel Freeman responded that they are standards, not suggestions. Council Member Pacheco explained previous intersections that had similar challenges that the MUTCD also prevented the installation of stop sign because it was not warranted. The Council discussed the multiple locations that meet the same characteristic throughout the City and asked about additional traffic calming measures that could be added to the intersection to increase the safety of the intersections.

On motion by Mayor Pro Tem Oglesby and seconded by Council Member Campbell and passed by the following vote the City Council approved the TAC recommendations and requested the TAC revisit the intersection and bring back additional suggestions for further increasing the safety of the intersection at this location.

RESULT:	Approved
MOVER:	Mayor Pro Tem Ian Oglesby
SECONDER:	Council Member Jason Campbell
AYES:	Ralph Rubio, Ian Oglesby, Dennis Alexander, Jason Campbell, Dave Pacheco
NOES:	None

D. RESOLUTION AWARDING A CONSTRUCTION CONTRACT FOR THE DEL MONTE BOULEVARD PAVEMENT REHABILITATION PROJECT TO MONTEREY PENINSULA ENGINEERING FOR AN AMOUNT NOT TO EXCEED THREE HUNDRED FORTY THREE THOUSAND EIGHT HUNDRED FIFTY THREE DOLLARS (\$343,853) AND APPROPRIATE FORTY SIX THOUSAND DOLLARS FROM THE AUTO CENTER BONDS.

Action: Approved, Authorized, & Adopted Resolution 16-28

E. RESOLUTION TO APPROVE A PROFESSIONAL SERVICES AGREEMENT WITH HARDEE INVESTIGATIONS FOR CONDUCTING POLICE DEPARTMENT BACKGROUNDS AND FOR CONDUCTING POLICE DEPARTMENT INTERNAL INVESTIGATIONS.

Action: Adopted Resolution 16-29

Council Member Alexander questioned why the backgrounds cannot be done internally and asked what the benefits are to contracting outside of the City for this. Deputy Chief Lumpkin spoke to the staffing issue over the last few years, and that investigations are time sensitive and the Department does not have capacity to dedicate officers to do investigations because they are needed on the street. The benefit to having an outside investigator ensures that it is a fair practice so there is no conflict of interest. This is for background as well as internal investigations

On motion by Council Member Alexander and seconded by Council Member Dave Pacheco and passed by the following vote the City Council approved items E and F as presented.

RESULT:	Approved
MOVER:	Council Member Dennis Alexander
SECONDER:	Council Member Dave Pacheco
AYES:	Ralph Rubio, Ian Oglesby, Dennis Alexander, Jason Campbell, Dave Pacheco
NOES:	None

F. RESOLUTION TO APPROVE A PROFESSIONAL SERVICES AGREEMENT WITH PARAGON INVESTIGATIONS FOR CONDUCTING POLICE DEPARTMENT INTERNAL INVESTIGATIONS AND FOR CONDUCTING POLICE DEPARTMENT AUDITS.

Action: Approved Resolution 16-30

G. APPROVAL OF APPOINTMENTS TO THE NEIGHBORHOOD IMPROVEMENT PROGRAM COMMISSION

Action: Approved Appointments

H. APPROVE A REQUEST FOR FUNDING FROM THE UNITED WAY OF MONTEREY COUNTY FOR TAX PREPARATION SERVICES

Action: Approved Funding Request

Uri Anderson from the United Way Monterey was present to answer questions. Council Member Pacheco questioned the cost of the services and how much of it directly benefited Seaside Residents. Ms. Anderson responded that the cost to the County for tax preparation services was over \$200,000 and over 300 Seaside residents were served with the tax preparation services last year.

On motion by Council Member Pacheco and seconded by Council Member Alexander and passed by the following vote the City Council approved the donation request of \$5,000 to the United Way of Monterey County.

RESULT:	Approved
MOVER:	Council Member Dave Pacheco
SECONDER:	Council Member Dennis Alexander
AYES:	Ralph Rubio, Ian Oglesby, Dennis Alexander, Jason Campbell, Dave Pacheco
NOES:	None

9. PUBLIC HEARING

A. APPEAL OF USE PERMIT APPLICATION NO. UP-15-02: FIRST BAPTIST CHURCH, PROPERTY OWNER, AND VERIZON WIRELESS, APPLICANT, ARE APPEALING THE PLANNING COMMISSION DENIAL OF A USE PERMIT TO INSTALL A TELECOMMUNICATION FACILITY AND FREESTANDING TOWER ON THE PREMISE OF THE FIRST BAPTIST CHURCH LOCATED AT 1949 WARING STREET IN THE RS-8 ZONING DISTRICT. THE PROJECT IS CATEGORICALLY EXEMPT, CLASS 3 FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT.

Action: Approved appeal and passed Resolution 16-31

Senior Planner Rick Medina presented the appeal of use permit application UP 15-02. He spoke to the project description, history, planning commission findings, potential City Council actions and use permit considerations for the application. He explained the applicant is requesting to create a replica church tower to conceal cell tower antennas and related equipment. He closed by noting the staff recommendation is for approval.

Trip May, contracted legal counsel from The Telecom Law Firm spoke to his position to represent

governments across the country for wireless telecommunication issues. He explained the telecom act puts certain limitations on your land use authority. There are ways that you need to interpret your own code 1) base your findings based on substantial findings and 2) you cannot have an effective prohibition. He further explains that if there is a significant gap, the federal law requires you to approve the project that closes the gap for radio frequency emissions (RF). Also the federal government prevents you from passing regulations that are in conflict with federal guidelines for emissions, that is outside local jurisdiction. Mr. May answered questions from the Council.

Council Member Pacheco indicated that the city cannot deny based on perceived or not perceived quality of life issues (only if it is based on radio frequency emissions) to which Mr. May agreed.

Council Member Campbell requested clarification on the three things that we can make decisions or regulations on 1) code violations 2) potential alternatives 3) code regulations clarifying that we can require compliance with FCC rules, but cannot condition or regulate on the basis of radio frequency.

The Applicant spoke explaining the changes that were made in response to the Planning Commission concerns including a lower tower. They detailed the alternative site analysis but none were found to be a preferred option. Paul Albriton, Legal Counsel and Verizon engineer were present to answer questions. Mr. Albriton, further explained the sight was inconsistent with the general plan, scale, height and noise and all factors which have been addressed and there are no longer substantial evidence to deny the site at this time. Verizon Wireless is trying to keep up with the doubling use of equipment every year and that we do that by installing new facilities and tried to make it invisible. It will provide services to the community.

Mayor Rubio invited comments from the public.

1. Analee Green, it's not the point of height disagreed with the location in a residential neighborhood and thinks that alternatives outside of a residential area can be found.
2. Anthony Lucido expressed frustration that other property owners do not take care of their properties the way he's taken care of his properties.
3. Nina Beaty does not believe there is a gap in coverage, for capability, but that this is in anticipation for future capability. He questioned if the flashing light is still required with the lowering of the height and expressed concern that this approval will open the door for other towers as she thinks it is a commercial use in a residential area which will lead to increased noise and property devaluation.
4. Linda Cases, informed that she has Parkinson's disease and the implant to treat it may not be allowed because of the location of her home to the tower.
5. Francois Avery- Duprez requested that the gaps in the city code be reviewed and fixed and disagreed allowing this in residential areas.
6. A resident questioned how the noise factor was addressed, which was a concern of the Planning Commission.
7. Brian Like spoke to his kids that live 5 block away from the church and was disappointed that health concerns could not be discussed as part of this and disagreed with the placement in a residential area.
8. Viltron Duprez suggested that they support the findings of the Planning Commission and their constituents. Many are concerned about this issue and thinks the coverage is already acceptable
9. Maris Sidenstecker requested supporting the Planning Commission's decision and expressed concern that the applicant postponed the item and now the City has no additional time to review therefore denying the public involvement in the process. She spoke to the misleading public outreach that was conducted and reported in the findings. She questioned If the church, as non profit, will be giving up their non profit status to be compensated every month by this action.
10. Sue Hawthorne questioned why does this is before the Council before strategically too late to do anything but approve it?

11. Salaf Warfat, homeowner explained one of the factors for his house purchase was not to be next to radio wave towers for a health perspective and expressed concern it will devalue the properties in the neighborhood, will lower the property taxes and the City will suffer.
12. Kay Cline, Verizon customer, she is asking that they be able to extend this and have more time, she asked to be informed of where the cell towers are in residential areas on the Monterey Peninsula.
13. Rico Cruz, resident across from the project site, he spoke to being an electrical engineer and the results are out or RF waves. He recognizes that the Council's hands are tied, but at minimum, he suggested amending the code and incorporating monitoring and reporting requirements, similar to noise requirements. He also questioned the coverage plots, if additional modeling was done on an equal basis on each site, and was it also done at a 40ft level, though initially done at a 50ft level.
14. Kenneth Murray finds it odd that a church would find itself in this situation and that the Council should consider the concern of the people.
15. Justin Clawson, IT telecommunications instructor at CSUMB and Elder and Chairman at the First Baptist Church spoke to his positive position, understanding the technology and why it is needed. He believes there likely are many cell towers on the peninsula that people do not realize. Wanted to help put a face to the project.
16. Gertrude Smith requested to please stop making your cell towers pretty.
17. A resident spoke to her love of the neighborhood, was happy that it will look like attractive but expressed concern about the location and the noise.
18. Zachary Grover, resident with aspiration to purchase the house, indicated he will consider purchasing in another area if this is approved in this neighborhood.
19. Dianne Nielson spoke against the proposal and was disappointed that staff was not trying to see what we can do to prevent this from happening. It will impact the quality of life and is disappointed that the church members that will benefit are not here, on a community level.

The Legal Counsel from Verizon presented a rebuttal argument and spoke to the data that is listed in the document included in the packet and the statistics. All of which was reviewed by the expert and there was modifications to make the least intrusive means of doing this. The public infrastructure is difficult to install and believes there is post installation testing.

The Council deliberated on this issue. Council Member Alexander questioned the noise issue and acknowledged it would run 15 minutes every other week, programmed to run during the day, mid day, and will be below the noise ordinance. Noise baffling will also be installed to further reduce the noise. He spoke to the different demands for data and that technology is improving the quality of life. Council Member Campbell requested clarification regarding the lowering of the tower and were the calculations redone to account for that. To which the RF Engineer spoke to height and location and the capacity that will be offloaded at this location. The alternative locations would not be helping with the capacity. They are trying to get the users in the areas that they are being serviced.

The Council questioned our legal counsel regarding what findings of substantial evidence which they would be allowed to base a denial from to which he could cite none.

Mayor Rubio recapped that any findings that the Council will find are not allowed and the only alternative is to approve the appeal and direct staff to tighten up the City Code to regulate in the future. He did question the ability for periodic testing to which Legal Counsel agreed the testing can be done when modifications are done to the facility which can be added as a condition of approval and would have to be included in the proposal. Additionally they could incorporate the requirement for an as built report that would be made a public record.

Council Member Campbell made a motion to send the item back to the Planning commission as it is not the same project they originally reviewed. The tower was lowered, the baffles were installed, timing of generator running has changed. The applicant changed the project so the deadline should not be applicable.

Legal Counsel Freeman clarified that this is a novo hearing, and the Council can take in any information they want, and yes, there is a timeline, and if Verizon does not accept the delay in time then the City is liable. Motion dies for lack of a second.

The Council also asked that staff revisit the ordinance and identify any areas that we can modify for future applications.

On motion by Council Member Alexander and seconded by Mayor Pro Tem Oglesby and passed by the following vote, the City Council overturned the Planning Commission decision and upheld the appeal of the Planning Commission Denial with the addition of two conditions, the requirements for RF readings "as built" and going forward a new RF reading must be conducted and provided to the City upon any modification to the equipment.

RESULT:	Approved
MOVER:	Council Member Dennis Alexander
SECONDER:	Mayor Pro Tem Ian Oglesby
AYES:	Ralph Rubio, Ian Oglesby, Dennis Alexander, Dave Pacheco
NOES:	Campbell

B. PUBLIC HEARING TO CONSIDER PROPOSED TEXT AMENDMENTS TO CHAPTER 10.04 AND CHAPTER 10.32 OF THE SEASIDE MUNICIPAL CODE TO PROHIBIT THE PARKING OF RECREATIONAL VEHICLES, TRAILERS, AND PROHIBITED VEHICLES ON CITY STREETS, ALLEYS, PUBLIC RIGHT-OF-WAYS, AND PUBLICLY OWNED PARKING LOTS. (FIRST READING – ROLL CALL VOTE).

Action: Item was continued to the April 21, 2016 Meeting.

10. BUSINESS ITEMS

A. RESOLUTION ADOPTING THE TRANSPORTATION AGENCY FOR MONTEREY COUNTY'S TRANSPORTATION SAFETY & INVESTMENT PLAN TO BE PLACED BEFORE THE VOTERS ON A FUTURE BALLOT

Action: Approved Resolution 16-32

Todd Muck from The Transportation Agency of Monterey county presented the safety and investment plan. He explained it is a 3.8 cent sales tax that would generate over \$600 million over a 20 year period, 60% of which would go back to road repairs and safety in local communities and 40% toward regional projects. He spoke to the impacts of the investment plan to have local control about how to spend the money generated from the proposed ballot measure. Mr. Muck outlined all of the regional mobility projects and the Seaside local road and safety projects list. He assured the Council that there will be no fund shifting and explained the resolution that adopts the plan, and that the majority of the cities in the County of Monterey must adopt to be able to be placed on the November election ballot where the voters get to decide if they want to proceed with this tax. Mr. Muck answered questions from the Council.

On question, Mr. Muck clarified that the City retains the discretion to identify priorities over a 30 year period to how they will use the money. He also responded that it is up to the community to fund the campaign but local funds cannot be used for it. After the ballot is done, education will continue to explain what is in the investment plan and how that will affect the community.

Mayor Rubio invited comments from the public.

- Sue Hawthorne spoke in support of the program. She spoke in support of the Fort Ord Recreation Trail and Greenway project and this project can connect and make it happen.

- Kay Cline thought this was an opportunity with the WBUV and to be able to tie into this area. It is comprehensive and gives a lot to the community.

Campbell to approve the resolution /Pacheco and prove list of examples. Approved unanimously

On motion by Council Member Campbell and seconded by Council Member Pacheco and passed by the following vote the City Council passed Resolution 16-32 approving the placement of the TAMC Transportation Safety and Investment Plan before the voters on a future ballot.

RESULT:	Approved
MOVER:	Council Member Jason Campbell
SECONDER:	Council Member Dave Pacheco
AYES:	Ralph Rubio, Ian Oglesby, Dennis Alexander, Jason Campbell, Dave Pacheco
NOES:	None

B. CONSIDER ADOPTION OF A RESOLUTION APPROVING A CITY SOCIAL MEDIA POLICY AND SOCIAL MEDIA USE STANDARDS AND PROCEDURES

Action: Approved Resolution 16-33

City Clerk Milton-Rerig provided details of the proposed social media program and detailed the policy and use standards and procedures. Ms. Milton-Reirg answered questions from the Council.

Mayor Rubio invited comments from the public and had no requests to speak.

On motion by Council Member Pacheco and seconded by Council Member Dennis Alexander and passed by the following vote the City Council approved Resolution 16-33 approving a City Social Media Policy and Social Media Use Standards and Procedures manual.

RESULT:	Approved
MOVER:	Council Member Dave Pacheco
SECONDER:	Council Member Dennis Alexander
AYES:	Ralph Rubio, Ian Oglesby, Dennis Alexander, Jason Campbell, Dave Pacheco
NOES:	None

C. RECEIVE REPORT AND PROVIDE DIRECTION REGARDING THE FUTURE LOCATION OF THE CITY OF SEASIDE'S YOUTH VIOLENCE PREVENTION PROGRAM

City Clerk/Interim Youth Violence Prevention Manager Milton-Rerig provided the presentation outlining the history and current operations of the Seaside Youth Resource Center and detailed the need for identification of a permanent location for the program. Through analysis, it has been identified that the best location for the program would be located at the Former Redevelopment Agency property located on Broadway Avenue. Being a property listed in the Long Range Property Management Plan, identified for disposal, City Clerk Milton-Rerig outlined the process that staff could go through to attempt to determine the cost to obtain the building for future use. Ms. Milton - Rerig clarified that the requested action is to be directed to gather information and bring back to the Council for decision at a later date. She then answered questions from the Council. Council Member Pacheco expressed support to gain information, but wanted to clarify that he does think reducing youth violence is priority, but he also has other priorities and hope we can prioritize with the funds we have effectively.

The Council directed staff to proceed with data gathering and moving forward to determine the cost to purchase the building located at 1268 Broadway Avenue.

11. **MAYOR, CITY COUNCIL, CITY MANAGER AND CITY ATTORNEY COMMENTS AND REPORTS ON COMMITTEE ASSIGNMENTS**

Due to the late hour, reports were postponed until the next meeting.

12. **ADJOURNMENT**

On motion, the meeting was adjourned at 11:19 PM.

Respectfully submitted,

Lesley Milton-Rerig, City Clerk

Ralph Rubio, Mayor



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 8.B.

TO: City Council

FROM: Craig Malin, City Manager

BY: Daphne Hodgson, Deputy City Manager Administrative Services
Krista Oberholtzer, Accounting

DATE: April 21, 2016

SUBJECT: APPROVE AND FILE CITY CHECKS

PURPOSE

It is requested that the City Council approve and file the accounts payable and wired payments made during the period of March 29, 2016 through April 11, 2016. In addition, approval of the payroll and benefits checks, direct deposits and wired payments related to the period of March 31, 2016. Total Account Payable and Payroll for the above referenced period is \$1,137,562.96.

RECOMMENDATION

It is recommended that the City Council approve and file the attached checks.

BACKGROUND

In accordance with Government Code Section 37208, at each City Council meeting the Council is provided a listing of the payroll and general checks issued since the last report so that it can inspect and confirm these checks. Each purchase has been reviewed and approved by the department making the purchase at the time of procurement. The invoice has been reviewed by the Finance Department prior to payment to ensure that it conforms to the approved budget.

Therefore, in accordance with Government Code Section 37208, I hereby certify that the above referenced, and linked, list of checks conforms to the approved budget and has been paid. These checks are hereby submitted to the City Council for inspection and confirmation.

A description of the checks and wires exceeding \$10,000 are as follows:

- \$808,714.06 from the Council Report (Payroll/Benefits)
- \$73,570.75 to Raimi & Associates, Inc. for General Plan update;
- \$14,695.00 to CSG Consultants, Inc. for Building and Code Enforcement services for

January and February 2016;

- \$14,694.17 to Duke's Root Control, Inc. for manhole root control;
- \$18,299.25 to Monterey County Convention for monthly Tourism Improvement District Assessment;
- \$43,395.79 to Pacific Gas & Electric for monthly utility services;
- \$21,940.00 to Pavement Engineering, Inc. for the PS&E for Del Monte Blvd.

The remaining checks, totaling \$142,253.94, include payments to vendors for operating expenditures.

The Checks report is available on the City's Website here:

<http://www.ci.seaside.ca.us/index.aspx?page=366>

FISCAL IMPACT

The listed checks have been budgeted and paid from the various funds, as appropriate.

ATTACHMENTS

Reviewed for Submission to the
City Council by:



Craig Malin, City Manager



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 8.C.

TO: City Council

FROM: Craig Malin, City Manager

BY: Diana Ingersoll, Deputy City Manager Resource Management Services
Tim O'Halloran, City Engineer/Public Works Services Manager

DATE: April 21, 2016

**SUBJECT: AUTHORIZATION TO DISPOSE OF SURPLUS CITY VEHICLES
AND EQUIPMENT**

PURPOSE

The purpose of this item is to obtain City Council approval for the disposal of City vehicles and equipment that are no longer needed and considered excess due to inoperability or poor condition.

RECOMMENDATION

It is recommended that the City Council approve the disposal of the vehicles and equipment identified in this report.

BACKGROUND

Section 2.49 of the Seaside Municipal Code addresses the disposal of surplus items no longer needed or usable by any City department. It requires the City Manager to provide an itemized list of property to the City Council valued in excess of \$100.00. Should the Council determine the items are no longer usable by the City, the City Manager or his designee will have the authority to dispose of all such items. Disposal would be accomplished by sale, auction or donation to any nonprofit organization or governmental entity providing services to the City or its residents, or to any Seaside Sister City.

The list of vehicles and equipment below is no longer needed by the City. It has either been replaced by new equipment or reached the end of its useful life. The plan is to sell the vehicles and equipment on the list using Public Surplus.com which is an online auction site for government vehicles and equipment. Anything that is not sold at the auction would be donated or sold to a recycling facility. The values placed on this equipment were estimated using the best judgment of the staff from Public Surplus.com.

City of Seaside Vehicles and Equipment Surplus Vehicles

Veh#	Description	Make	Model	Yr	Dept	Miles	Disp.	Value
61	Car	Ford	Crown Vic	2007	PD	141,987	Sell	\$1,000
67	Car	Ford	Crown Vic	2007	PD	95,658	Sell	\$1,000
72	Car	Oldsmobile	Cutlass	1998	PD	76,537	Sell	\$500
73	Car	Ford	Crown Vic	2002	PD	97,809	Sell	\$750
77	Car	Ford	Crown Vic	2007	PD	160,352	Sell	\$500
94	Car	Ford	Taurus	2002	PD	102,343	Sell	\$750
95	Car	Ford	Taurus	2002	PD	129,064	Sell	\$750
684	Sweeper	Elgin	GeoVac	2003	PW	61,084	Sell	\$1,000
870	Motorcycle	Kawasaki	KZ-1000	2000	PD	35,549	Sell	\$750
N/A	Motorcycle (X3)	Kawasaki	KZ-1000	N/A	PD	Parts	Sell	\$500
N/A	Storage Box	Chevy	Tahoe		PD	N/A	Sell	\$100
N/A	Air Compressor	Nada	4 hp Briggs Straton		PW		Sell	\$50
N/A	Wheel Balancer	Snap On	N/A	N/A	PW	N/A	Sell	\$150
N/A	Coolant Machine	Sun	N/A	N/A	PW	N/A	Sell	\$150
N/A	Brake Lathe	Ammco	N/A	N/A	PW	N/A	Sell	\$100
N/A	Battery Booster	Kwikkee	N/A	N/A	PW	N/A	Sell	\$50
N/A	Air jack	Astroline	22 ton	N/A	PW	N/A	Sell	\$50
N/A	Antifreeze Machine	Kleen King	N/A	N/A	PW	N/A	Sell	\$100
N/A	Floor mat and seat cover rack	N/A	N/A	N/A	PW		Sell	\$25
N/A	Battery chargers (x3)	Solar Exide	N/A	N/A	PW	N/A	Sell	\$100
N/A	Parts washer	N/A	N/A	N/A	PW	N/A	Sell	\$50
N/A	Floor jack		N/A	N/A	PW	N/A	Sell	\$50
N/A	Obsolete car and truck parts	Varity	N/A	N/A	PW	N/A	Sell	\$50
N/A	Asphalt	N/A	N/A	N/A	PW	N/A	Sell	\$100

	Drag Box							
N/A	Blowers (x5)	Echo and Stihl	N/A	N/A	PW	N/A	Sell	\$100
N/A	Weed eater	Shindawa	N/A	N/A	PW	N/A	Sell	\$10
N/A	Hedge trimmer (x3)	Stihl	N/A	N/A	PW	N/A	Sell	\$100
N/A	Pruner Pole Saw	Echo	N/A	N/A	PW	N/A	Sell	\$25

Seaside County Sanitation District Surplus Vehicles

690	Truck	GMC	Pickup	1988	PW	Parts	Sell	\$300
711	Sewer Truck	Vactor	Jetter/vacuum	2001	PW	57,027	Sell	\$1,500

FISCAL IMPACT

If the City Council approves of the disposal of the vehicles and equipment, sales could generate approximately \$8,210 in revenue.

ATTACHMENTS

1. Public Surplus

Reviewed for Submission to the
City Council by:



Craig Malin, City Manager



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 8.D.

TO: City Council

FROM: Craig Malin, City Manager

BY: Nancy Towne, Recreation Services Director

DATE: April 21, 2016

SUBJECT: APPROVE A SPECIAL EVENT APPLICATION FROM COMMUNITY PARTNERSHIP FOR YOUTH FOR THEIR SITE-TO-SITE PASSPORT WALK AND RALLY EVENT

PURPOSE

The purpose of this item is to consider the request for a fee waiver by the Community Partnership in Youth in the amount of one thousand, three hundred and fifty-nine dollars and sixteen cents (\$1,359.16).

RECOMMENDATION

It is recommended City Council approve this agenda item.

BACKGROUND

Community Partnership for Youth (CPY) has spent the last 25 years providing the Seaside youth with positive alternatives to gang, drugs and violence in a safe, structured environment and this year they want to showcase their work. The Site-to-Site Passport Walk and Rally is an opportunity to invite the community to take a walk with them to explore their Seaside program sites.

CPY is proposing to hold their Site-to-Site Passport Walk and Rally event on July 16, 2016. CPY plans to invite their program alumni and current families to “take a walk” to their past and present program locations in celebrating their 25th Anniversary. During the walk, CPY staff members will focus on highlighting a CPY standard with a physical activity and teach a safety tidbit in every location. The walk is scheduled to start at Ord Terrace Elementary School and end at Del Rey Woods Elementary. A picnic will follow at the Laguna Grande Park for food and activities as mentioned in their special event application.

CPY is requesting fees be waived for the park rental and any fees associated with Public Works and Police costs. They are able to provide their own insurance coverage.

FISCAL IMPACT

Should the City Council approve the request for full fee waivers for the event, the approximate fiscal impact is as follows:

Laguna Grande Park (Lakeside Park 1 and 2)	\$334.00
Park Deposit	\$153.00
Public Works (Set Up and Break down 4.0 hrs.)	\$600.00
Police (4.0 hrs)	<u>\$272.16</u>
TOTAL	\$1,359.16

Staff recommends that all fees be waived except the non-refundable portion of the park rental deposit in the amount of \$38.25 which goes in the park maintenance fund.

ATTACHMENTS

1. Attachment- CPY Special Event Application
2. Attachment- IRS Letter of Certification Status
3. Attachment- Certificate of Liability Insurance
4. Attachment- Site-to-Site Pass Event Information

Reviewed for Submission to the
City Council by:



Craig Malin, City Manager

SPECIAL EVENT APPLICATION

Incomplete or illegible applications will not be processed. An application for a permit is NOT a permit.

ORGANIZATION NAME Community Partnership for youth
MAILING ADDRESS PO Box 42 Monterey, CA 93942
CONTACT NAME Shari Hastey PHONE# 831-394-4279
PHONE# 831-595-1471

Names and phone numbers of person(s) in charge of the event who can be contacted on a 24-hour basis during the event.

EMAIL: Respect@cpy.org

EVENT NAME: Site to Site walk and Rally

Event Category ☐ Athletic/Recreation ☐ Concert/Performance ☐ Circus
☐ Celebration/Festival ☒ Parade/Procession/March ☐ Dance
☐ Carnival ☐ Other

Setup	Date	<u>7.16.16</u>	Time	<u>8:00am</u>
Event Starts	Date	<u>7.16.16</u>	Time	<u>10:00am</u>
Event Ends	Date	<u>7.16.16</u>	Time	<u>12:00pm (Wash)</u>
Dismantle	Date	<u>7.16.16</u>	Time	<u>3:00pm</u>

SITE LOCATION Walk to start at Ord Terrace Elementary and end at Del Rey Woods Elementary. Picnic at Laguna Grande Park
DESCRIPTION OF EVENT-PLEASE ATTACH SITE/ROUTE MAP

Please provide detailed description of your event. Include details regarding any components of your event such as the use of vehicles, animals, rides, sanitation provisions or any other pertinent information about the event.

(see map)
For CPy's 25th Anniversary we are inviting our alumni and current families to "take a walk" with us stopping at our past and present locations. During the walk, CPy staff at each site will highlight one of our CPy standards with a physical activity and teach a walking safety tidbit. The walk will end at Del Rey Woods Elementary School and shuttles will return participants either to their cars or the BQR at Laguna Grande Park for food and activities.

SAFETY/SECURITY/ACCESSIBILITY

Please describe your procedures for crowd control and internal security

CPy will make volunteers along the course to direct crowds and assist along the walking route. There will be volunteers/staff at each site for crowd control.

NAME OF SECURITY ORGANIZATION (If required)

Please attach security contract.

none

SIGNS POSTED yes. There will be directions posted along the route.

OF PARTICIPANTS 250 ish

IS THE EVENT OPEN TO THE PUBLIC? ☒ YES () NO

If no, please describe how the event will be restricted and indicate plan on detailed schematic.

IF ADMISSION IS TO BE CHARGED, WHAT IS THE PRICE OF TICKETS FOR THE EVENT? Event is Free but a donation box will be available.

☒ NON-PROFIT 501 C(3) () 501 C(6) () COMMERCIAL-FOR PROFIT
() OTHER

Federal ID# 77-0310237

Event Benefiting: Community Partnership for Youth

WHAT CITY SERVICES DO YOU ANTICIPATE YOU WILL NEED? (IE., POLICE, FIRE, RECREATION, PUBLIC WORKS, ETC.)

police, fire, public works

METHOD OF TRASH COLLECTION/DISPOSAL AND PROVISION FOR ADDITIONAL SANITARY FACILITIES

City will provide trash pickup along the walk route and at Laguna Grande Park.

PARKING ARRANGEMENTS:

Public Parking Needs

We will need parking in the lot next to Laguna Grande Park.

SPECIAL EQUIPMENT TO BE USED FOR PROPOSED EVENT. LIST ALL ELECTRICAL NEEDS YOU MAY REQUIRE

☒ P.A. System (City) () Generator(s) ☒ Amplified sound/music (City)
() Booths () Bleachers () Cooking fuel
☒ Tents - Easyup (City) ☒ Banners (City) ☒ Barricades (City)
☒ Other BBQ Pit at Laguna Grande

DO YOU INTEND TO SELL FOOD OR BEVERAGE?

() YES ☒ NO

If YES, please attach Health Department Food Vendor Certificate.

DO YOU INTEND TO SELL OTHER MERCHANDISE?

of Vendors _____

() YES ☒ NO

Describe the type of merchandise.

WILL ALCOHOL BE SERVED? () YES ☒ NO

WILL ALCOHOL BE SOLD? () YES ☒ NO

If yes, please attach ABC license.

WILL EVENT INCLUDE MUSIC OR LIVE PERFORMANCES? ☒ YES () NO

HOW WILL EVENT BE ADVERTISED AND PROMOTED?

Local news, newspapers, flyers home,
word of mouth, online invitations

WILL FILM, VIDEO, OR PHOTOGRAPHY BE INVOLVED WITH THE PRODUCTION OF THE EVENT?

Yes

OTHER PERTINENT INFORMATION OR SPECIAL REQUESTS

APPLICANT AGREEMENT: All applicable fees must be paid 30 days prior to event date. No permit revisions will be accepted less than 14 days prior to the event date. The City of Seaside retains the right to terminate the event at any time should a responsible city official determine any activity related to the event is a threat to public safety and/or property. I (we) agree to abide by all laws, rules and regulations which may apply to this area. I (we) accept specific responsibility for other members of my group and for any damage done to city property and/or facilities, and agree to clean and restore the site to the condition in which it was found prior to the holding of the specific event. I certify under penalty of perjury that all the preceding information is true to the best of my knowledge. Completed and signed special event form must be submitted to Recreation and Community Activities Director within seven working days of receipt of form

Sherrill R. Hasty
Permit Holder's Signature

3.24.16
Date

APPLICATION MUST INCLUDE:

Non-refundable Application Fee of \$90.00

Detailed schematic of event location indicating specific activity sites. For non-profit organizations, a copy of non-profit status must be submitted.

Attach to application and mail to:

City of Seaside
Recreation Services
Attn: N. Towne
986 Hilby Avenue

Seaside, CA 93955
(831) 899-6801 (P)
(831) 899-6274 fax
email: towne.nancy@ci.seaside.ca.us

**Specific Event
Conditions of Approval**

- Event organizers must clean up any event-related trash.
- All event noise or sound must be kept to a minimum, particularly before 9:00 a.m. and must not create an annoyance to co-existing events.
- Permittee is responsible for the actions of all vendors and participants during the event.
- No activities are permitted onsite that are not included on your permit application.
- All City ordinances will be strictly enforced (alcohol, dogs, etc.).
- Permit must be kept on location at all times.

Failure to comply with the above conditions may result in immediate closure of the event and a ban on future events by the organizer in the City of Seaside.

PROVISIONS

Permittee waives all claims against the City, its officers, agents and employees, for loss or damage caused by, arising out of, or in any way connected with, the exercise of this permit and permittee agrees to save harmless, indemnify and defend City, its officers, agents and employees, from any and all loss, damage or liability which may be suffered or incurred by City, its officers, agents and employees caused by, arising out of or in any way connected with exercise by permittee of the rights hereby granted, except those arising out of the sole negligence of the City.

City shall have the privilege of inspecting the premises covered by this permit any and all time. This permit shall not be assigned. City may terminate this permit at any time if permittee fails to perform and covenant herein contained at the time and in the manner herein provided. City agrees it will not unreasonably exercise this right of termination.

The parties hereto agree that the permittee, its officers, agents and employees, in the performance of this permit shall act in an independent capacity and not as officers, employees or agents of the City. No alteration or variation of the terms of this permit shall be valid unless made in writing and signed by the parties hereto.

Permittee will not discriminate against any employee or applicant for employment because of race, color, religion, ancestry, sex, sexual orientation, age national origin or physical handicaps. Permittee agrees to comply with the terms and conditions contained herein and all rules and regulation of the City subject to this permit.


Permit Holder's Signature

 3.24.16
Title Date

INDEMNIFICATION, DEFENSE, HOLD HARMLESS

Applications must furnish the city with a certificate of insurance in an amount no less than \$1 million naming the City of Seaside as an additional insured. The amount of insurance is subject to increase at the discretion of the Finance Director who is the Risk Manager, depending upon the nature of the event. Such insurance must be primary to any city insurance and the city must have at least ten days notice of cancellation.

For final event approval, you will need commercial general liability insurance that names "the City of Seaside, its officers, employees and agents" as an additional insured and any other public entities impacted by this event. Insurance coverage must be maintained for the duration of the event. To determine the a mount of insurance coverage necessary, please contact

Risk Manager. Please obtain the required insurance and mail an original insurance certificate to City of Seaside, Recreation and Community Activities Department, P.O. box 810, Seaside, CA 93955.

Name of insurance agent Mackey & Mackey Insurance Agent's Name Matt Clewenger
Business Phone (805) 742-1797 Policy Number Attached

PERMIT HOLDER hereby agrees to protect, defend, indemnify and hold and save harmless CITY, its officers, and employees against any and all liability, claims, judgments, costs and demands, however caused, including those resulting from death or injury to PERMIT HOLDER'S employees and damage to PERMIT HOLDER'S property, arising directly or indirectly out of the obligations or operations herein undertaken by PERMIT HOLDER, including those arising from the passive concurrent negligence of CITY but save and except those which arise out of the active concurrent negligence, sole negligence, or the sole willful misconduct of CITY PERMIT HOLDER will conduct all defense at its sole cost and expense. CITY shall be reimbursed by PERMIT HOLDER for all costs or attorney's fees incurred by CITY in enforcing this obligation.

3.24.16
Date

Anari R. Hestey
Signature of Permit Holder

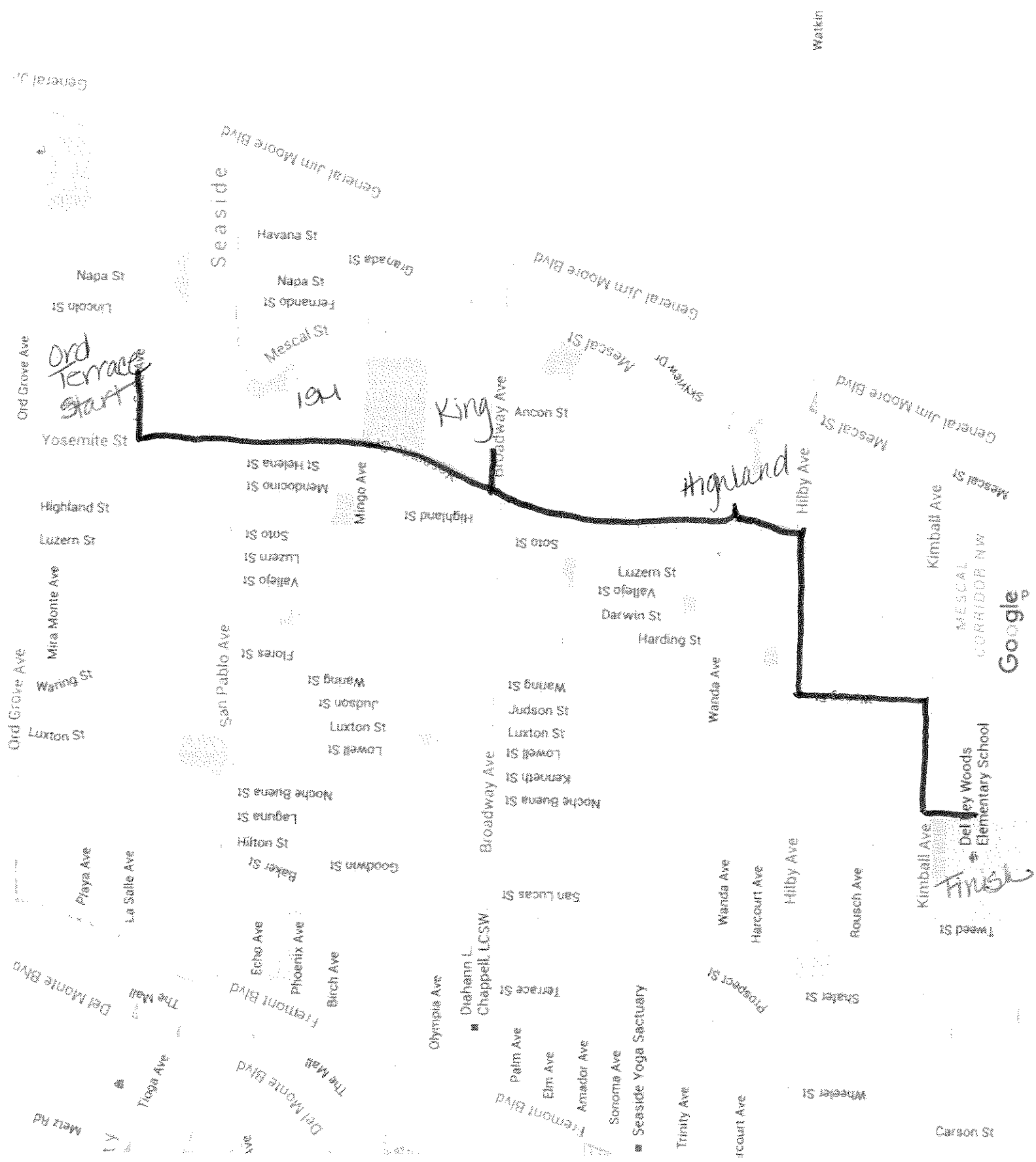
Administrative Use Only

Sign Off

☐ Building _____	☐ Recreation _____
☐ Planning _____	☐ Finance _____
☐ Police _____	☐ Public Works _____
☐ Fire _____	☐ County Health _____

Department Comments

Special Event application form
Revised February 18, 2014



INTERNAL REVENUE SERVICE
DISTRICT DIRECTOR
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: MAY 13 1998

COMMUNITY PARTNERSHIP FOR YOUTH
C/O SHARI HASTEY
PO BOX 42
MONTEREY, CA 93942-0042

Employer Identification Number:
77-0310237
DLN:
17053108708048
Contact Person:
D. A. DOWNING
Contact Telephone Number:
(513) 241-5199
Our Letter Dated:
January 1993
Addendum Applies:
No

Dear Applicant:

This modifies our letter of the above date in which we stated that you would be treated as an organization that is not a private foundation until the expiration of your advance ruling period.

Your exempt status under section 501(a) of the Internal Revenue Code as an organization described in section 501(c)(3) is still in effect. Based on the information you submitted, we have determined that you are not a private foundation within the meaning of section 509(a) of the Code because you are an organization of the type described in section 509(a)(1) and 170(b)(1)(A)(vi).

Grantors and contributors may rely on this determination unless the Internal Revenue Service publishes notice to the contrary. However, if you lose your section 509(a)(1) status, a grantor or contributor may not rely on this determination if he or she was in part responsible for, or was aware of, the act or failure to act, or the substantial or material change on the part of the organization that resulted in your loss of such status, or if he or she acquired knowledge that the Internal Revenue Service had given notice that you would no longer be classified as a section 509(a)(1) organization.

If we have indicated in the heading of this letter that an addendum applies, the addendum enclosed is an integral part of this letter.

Because this letter could help resolve any questions about your private foundation status, please keep it in your permanent records.

If you have any questions, please contact the person whose name and telephone number are shown above.

Sincerely yours,


District Director

Letter 1050 (DO/CG)



CERTIFICATE OF LIABILITY INSURANCE

COMMU-4 OP ID: KDK

DATE (MM/DD/YYYY)

05/15/15

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Mackey & Mackey Insurance Agency, Inc. License #0668959 800 Quintana Road Suite 1A Morro Bay, CA 93442 Matthew J. Clevenger		Phone: 805-772-1799 Fax: 805-772-6906		CONTACT NAME: PHONE (A/C, No, Ext): FAX (A/C, No): E-MAIL ADDRESS:	
INSURED Community Partnership for Youth P.O. Box 42 Monterey, CA 93942		INSURER(S) AFFORDING COVERAGE INSURER A: Nonprofits Insurance Alliance INSURER B: Employers Comp. Insurance Co. NAIC # 11512 INSURER C: INSURER D: INSURER E: INSURER F:			

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY ☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PROJECT ☐ LOC	☒	201501942NPO	05/15/15	05/15/16	EACH OCCURRENCE \$ 1,000,000
	DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000					
	MED EXP (Any one person) \$ 20,000					
	PERSONAL & ADV INJURY \$ 1,000,000					
A	AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ ALL OWNED AUTOS ☐ HIRED AUTOS ☐ SCHEDULED AUTOS ☐ NON-OWNED AUTOS	☐	201501942NPO	05/15/15	05/15/16	GENERAL AGGREGATE \$ 2,000,000
	PRODUCTS - COMP/OP AGG \$ 2,000,000					
	Emp Ben. \$ INCLUDED					
	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000					
A	UMBRELLA LIAB ☒ OCCUR EXCESS LIAB ☒ CLAIMS-MADE DED ☒ RETENTION \$ 10,000	☐	201501942UMB	05/15/15	05/15/16	BODILY INJURY (Per person) \$
	BODILY INJURY (Per accident) \$					
	PROPERTY DAMAGE (Per accident) \$					
	\$					
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N ☐	EIG154979402	09/01/14	09/01/15	EACH OCCURRENCE \$ 4,000,000
	AGGREGATE \$ 4,000,000					
	\$					
	☒ WC STATUTORY LIMITS ☐ OTHER					
		☐				E.L. EACH ACCIDENT \$ 1,000,000
	E.L. DISEASE - EA EMPLOYEE \$ 1,000,000					
	E.L. DISEASE - POLICY LIMIT \$ 1,000,000					

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

The Certificate holders are named Additional Insureds as respects General Liability per Form CG2026 07/04 & Business Auto Form NIAC-A1 3/91. This insurance shall be primary insurance. Any insurance or self-insurance maintained shall be excess of and non-contributory with this insurance.

CERTIFICATE HOLDER**CANCELLATION**

SEASCIT

City of Seaside and its officials, employees, representatives, and volunteers
440 Harcourt Avenue
Seaside, CA 93955

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE
Matthew J. Clevenger

POLICY NUMBER: 201501942NPO

COMMERCIAL GENERAL LIABILITY
CG 20 26 07 04

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – DESIGNATED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s)
Any person or organization that you are required to add as an additional insured on this policy, under a written contract or agreement currently in effect, or becoming effective during the term of this policy. The additional insured status will not be afforded with respect to liability arising out of or related to your activities as a real estate manager for that person or organization. City of Seaside
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

- A. In the performance of your ongoing operations; or
- B. In connection with your premises owned by or rented to you.

Site-to-Site Passport Walk & Rally

"Celebrating 25 Years of Walking with Families"



Purpose

Community Partnership for Youth is turning 25!

CPY has spent the last 25 years providing the youth of the Monterey Peninsula with a positive alternative to gangs, drugs and violence in a safe, structured environment and this year we want to showcase that! The *Site-to-Site Passport Walk and Rally* is an opportunity to invite the community to take a walk with us and explore four of our Seaside Sites.

Event Outline

- The walk will begin at Ord Terrace School
 - Warm up Activities
 - Registration
 - Official Start
- Stop at the Manzanita (ISM)
- Travel to King Elementary
- Cross the Street to Highland Elementary
- Finish at Del Rey Woods
 - Giveaways
 - Finish Line Fun

This is approximately 2.37 miles.

At each school there will be some sort of activity (for example they will do 25 jumping jacks) that the participants must complete to receive their “stamp” before they can move on. Student and leaders from each site will facilitate the activities. Participants, upon completion will move on to the next site/activity.

Buses will transport people either back to Ord Terrace to pick up cars or down to the picnic

Volunteers Needed

- Set up
- Tear Down
- Traffic Control
 - Yosemite & La Salle
 - Yosemite & Broadway
 - Yosemite & Hilby
 - Kimball & Noche Buena
- Course Volunteers

- Water Station (Sites)
- First Aid?

Potential Expenses

*The goal is to get as many of these items sponsored as possible.

- Police/Traffic
- Porta Potties
- Hydration/food
- Picnic Item List
- Entertainment
- Walk Promotion
- Prizes
- PA system
- Photos/video
- Busses (to take walkers back to the Start Site)
- T-shirts/bags
- Passports/Stamps
- Facilities
- Tables/chairs
- Banners/signage
- Insurance
- First Aid

Income

- Sponsorships

Supplies Needed

- Water
- Cones
- Restrooms
- Passports & Stamps/stickers
- T-Shirts....



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 8.E.

TO: City Council

FROM: Craig Malin, City Manager

BY: Nancy Towne, Recreation Services Director

DATE: April 21, 2016

**SUBJECT: APPROVE A FEE WAIVER FROM ACTION COUNCIL OF
MONTEREY COUNTY AND PALENKE ARTS ORGANIZATION TO
USE LAGUNA GRANDE PARK TO HOLD THE FIRST ANNUAL
PALENKE ART MUSIC FESTIVAL.**

PURPOSE

The purpose of this item is to consider the request for a fee waiver by the Palenke Arts/Action Council in the amount of two thousand, eighty seven dollars (\$2,087.00).

RECOMMENDATION

It is recommended City Council approve this agenda item.

BACKGROUND

Action Council of Monterey County along with Palenke Art Organization is proposing to hold their first Palenke Arts Music Festival event on May 21, 2016. The festival plans to feature performances by students from Seaside Middle School, Monterey Jazz Festival All-Star High School Band, Mariachi Nueva Generacion and Salsa del Rio from Texas State University. They are requesting a fee waiver to waive fees associated with this event. They have requested to use the Laguna Grande Park and stage platform for their event. Palenke Arts Music Festival will be a free concert for the Seaside community and they do not plan to charge any fees to the public and can provide insurance coverage. They are also requesting access to electricity. This is Action Council's first fee waiver request.

FISCAL IMPACT

Should the City Council approve the request for full fee waivers for the event, the approximate fiscal impact is as follows:

Laguna Grande Park Rental Fees (Lakeside Park 1 and 2)	\$ 334.00
-Park Deposits	\$ 153.00
Public Works (Set-Up and Breakdown)	<u>\$1,600.00</u>
TOTAL	\$2,087.00

Staff recommends that all fees be waived except the non-refundable portion of the park rental deposit in the amount of \$38.25 which goes in the park maintenance fund.

ATTACHMENTS

1. Attachment- Special Event Application
 2. Attachment- Fee Waiver Request
 3. Attachment- Certificate Status
 4. Attachment- Palenke Arts Information
 5. Attachment- Certificate of Liability Insurance
-

Reviewed for Submission to the
City Council by:



Craig Malin, City Manager

Paid \$90.00
application fee
on 3/25/16

SPECIAL EVENT APPLICATION

Incomplete or illegible applications will not be processed. An application for a permit is NOT a permit.

ORGANIZATION NAME PALENKE ARTS / ACTION COUNCIL
MAILING ADDRESS P.O. BOX 51482, PACIFIC GROVE, CA 93950
CONTACT NAME JUAN L. SANCHEZ PHONE# 831.333.6612
PHONE# _____

Names and phone numbers of person(s) in charge of the event who can be contacted on a 24-hour basis during the event.

EMAIL: juanlsanchez@hotmail.com

EVENT NAME: PALENKE ARTS MUSIC FESTIVAL

Event Category _____ Athletic/Recreation ☒ Concert/Performance _____ Circus
_____ Celebration/Festival _____ Parade/Procession/March _____ Dance
_____ Carnival _____ Other _____

Setup	Date	<u>5/21/16</u>	Time	<u>10 am</u>
Event Starts	Date	<u>5/21/16</u>	Time	<u>2 pm</u>
Event Ends	Date	<u>5/21/16</u>	Time	<u>5 pm</u>
Dismantle	Date	_____	Time	_____

SITE LOCATION LAGUNA GRANDE PARK (Lakeside 1+2)

DESCRIPTION OF EVENT-PLEASE ATTACH SITE/ROUTE MAP

Please provide detailed description of your event. Include details regarding any components of your event such as the use of vehicles, animals, rides, sanitation provisions or any other pertinent information about the event.

The Palenke Arts Music Festival will feature
performances by students from Seaside Middle School, the
Monterey Jazz Festival All-star High School Band,
Mariachi Nueva Generación and Salsa del Río from
Texas State University

SAFETY/SECURITY/ACCESSIBILITY

Please describe your procedures for crowd control and internal security

None needed. Volunteers will monitor activities.

NAME OF SECURITY ORGANIZATION (If required)

Please attach security contract.

SIGNS POSTED

OF PARTICIPANTS 300

IS THE EVENT OPEN TO THE PUBLIC? ☒ YES () NO

If no, please describe how the event will be restricted and indicate plan on detailed schematic.

IF ADMISSION IS TO BE CHARGED, WHAT IS THE PRICE OF TICKETS FOR THE EVENT? _____

☒ NON-PROFIT 501 C(3) () 501 C(6) () COMMERCIAL-FOR PROFIT

() OTHER

Federal ID# _____

Event Benefiting: Palenke Arts / Action Council

WHAT CITY SERVICES DO YOU ANTICIPATE YOU WILL NEED? (IE., POLICE, FIRE, RECREATION, PUBLIC WORKS, ETC.)

Access to dirt lot for parking and electricity

METHOD OF TRASH COLLECTION/DISPOSAL AND PROVISION FOR ADDITIONAL SANITARY FACILITIES

We will have volunteers collect any garbage

PARKING ARRANGEMENTS:

Public Parking Needs

Access to dirt lot

SPECIAL EQUIPMENT TO BE USED FOR PROPOSED EVENT. LIST ALL ELECTRICAL NEEDS YOU MAY REQUIRE

We'd like to request a platform for performers

() P.A. System

() Generator(s)

() Amplified sound/music

() Booths

() Bleachers

() Cooking fuel

() Tents

() Banners

() Barricades

() Other _____

DO YOU INTEND TO SELL FOOD OR BEVERAGE?

() YES ☒ NO

If YES, please attach Health Department Food Vendor Certificate.

DO YOU INTEND TO SELL OTHER MERCHANDISE?

() YES ☒ NO

of Vendors _____

Describe the type of merchandise.

WILL ALCOHOL BE SERVED? () YES ☒ NO

WILL ALCOHOL BE SOLD? () YES ☒ NO

If yes, please attach ABC license.

WILL EVENT INCLUDE MUSIC OR LIVE PERFORMANCES? ☒ YES () NO

HOW WILL EVENT BE ADVERTISED AND PROMOTED?

Radio, Press and Social media

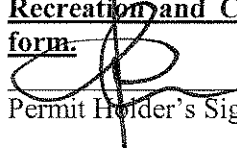
WILL FILM, VIDEO, OR PHOTOGRAPHY BE INVOLVED WITH THE PRODUCTION OF THE EVENT?

In some capacity, yes

OTHER PERTINENT INFORMATION OR SPECIAL REQUESTS

We will have community partner organizations with two information booths.

APPLICANT AGREEMENT: All applicable fees must be paid 30 days prior to event date. No permit revisions will be accepted less than 14 days prior to the event date. The City of Seaside retains the right to terminate the event at any time should a responsible city official determine any activity related to the event is a threat to public safety and/or property. I (we) agree to abide by all laws, rules and regulations which may apply to this area. I (we) accept specific responsibility for other members of my group and for any damage done to city property and/or facilities, and agree to clean and restore the site to the condition in which it was found prior to the holding of the specific event. I certify under penalty of perjury that all the preceding information is true to the best of my knowledge. Completed and signed special event form must be submitted to Recreation and Community Activities Director within seven working days of receipt of form.


Permit Holder's Signature

3/20/16
Date

APPLICATION MUST INCLUDE:

Non-refundable Application Fee of \$90.00

Detailed schematic of event location indicating specific activity sites. For non-profit organizations, a copy of non-profit status must be submitted.

Attach to application and mail to:

**City of Seaside
Recreation Services
Attn: N. Towne
986 Hilby Avenue
Seaside, CA 93955**

(831) 899-6801 (P)
(831) 899-6253 fax
email: towne.nancy@ci.seaside.ca.us

Specific Event

Conditions of Approval

- Event organizers must clean up any event-related trash.
- All event noise or sound must be kept to a minimum, particularly before 9:00 a.m. and must not create an annoyance to co-existing events.
- Permittee is responsible for the actions of all vendors and participants during the event.
- No activities are permitted onsite that are not included on your permit application.
- All City ordinances will be strictly enforced (alcohol, dogs, etc.).
- Permit must be kept on location at all times.

Failure to comply with the above conditions may result in immediate closure of the event and a ban on future events by the organizer in the City of Seaside.

PROVISIONS

Permittee waives all claims against the City, its officers, agents and employees, for loss or damage caused by, arising out of, or in any way connected with, the exercise of this permit and permittee agrees to save harmless, indemnify and defend City, its officers, agents and employees, from any and all loss, damage or liability which may be suffered or incurred by City, its officers, agents and employees caused by, arising out of or in any way connected with exercise by permittee of the rights hereby granted, except those arising out of the sole negligence of the City.

City shall have the privilege of inspecting the premises covered by this permit any and all time. This permit shall not be assigned. City may terminate this permit at any time if permittee fails to perform and covenant herein contained at the time and in the manner herein provided. City agrees it will not unreasonably exercise this right of termination.

The parties hereto agree that the permittee, its officers, agents and employees, in the performance of this permit shall act in an independent capacity and not as officers, employees or agents of the City. No alteration or variation of the terms of this permit shall be valid unless made in writing and signed by the parties hereto.

Permittee will not discriminate against any employee or applicant for employment because of race, color, religion, ancestry, sex, sexual orientation, age national origin or physical handicaps. Permittee agrees to comply with the terms and conditions contained herein and all rules and regulation of the City subject to this permit.

 JUAN L. SANCHEZ Program Manager 5/20/16
Permit Holder's Signature Title Date

INDEMNIFICATION, DEFENSE, HOLD HARMLESS

Applications must furnish the city with a certificate of insurance in an amount no less than \$1 million naming the City of Seaside as an additional insured. The amount of insurance is subject to increase at the discretion of the Finance Director who is the Risk Manager, depending upon the nature of the event. Such insurance must be primary to any city insurance and the city must have at least ten days notice of cancellation.

For final event approval, you will need commercial general liability insurance that names "the City of Seaside, its officers, employees and agents" as an additional insured and any other public entities impacted by this event. Insurance coverage must be maintained for the duration of the event. To determine the amount of insurance coverage necessary, please contact Risk Manager. Please obtain the required insurance and mail an original insurance certificate to City of Seaside, Recreation and Community Activities Department, P.O. box 810, Seaside, CA 93955.

Name of insurance agent _____ Agent's Name _____
Business Phone _____ Policy Number _____

PERMIT HOLDER hereby agrees to protect, defend, indemnify and hold and save harmless **CITY**, its officers, and employees against any and all liability, claims, judgements, costs and demands, however caused, including those resulting from death or injury to **PERMIT HOLDER'S** employees and damage to **PERMIT HOLDER'S** property, arising directly or indirectly out of the obligations or operations herein undertaken by **PERMIT HOLDER**, including those arising from the passive concurrent negligence of **CITY** but save and except those which arise out of the active concurrent negligence, sole negligence, or the sole willful misconduct of **CITY PERMIT HOLDER** will conduct all defense at its sole cost and expense. **CITY** shall be reimbursed by **PERMIT HOLDER** for all costs or attorney's fees incurred by **CITY** in enforcing this obligation.

Date

Signature of Permit Holder

.....
Administrative Use Only

Sign Off

☐ Building _____	☐ Recreation _____
☐ Planning _____	☐ Finance _____
☐ Police _____	☐ Public Works _____
☐ Fire _____	☐ County Health _____

Department Comments

Special Event application form
Revised February 18, 2014



City of Seaside

FEE WAIVER REQUEST

Name of Applicant JUAN L. SANCHEZ Organization PALENKE ARTS - ACTION COMM

Address PO BOX 51482 PACIFIC GROVE CA 93950
Street City State Zip

Home Phone 831-899-9909 Cell Phone 831-333-6612 Email Address juan/sanchez@
Park hotmail.com

Room(s) Requested Laguna Grande 1+2 (across from City Hall)

Day(s) and Date(s) Requested May 21, 2016

Hours Requested (include set-up time) 10-6 pm Estimated Attendance 300

Description of Event Free concert for the community / Palenke Arts Festival

Special Instructions or Equipment to Be Brought In stage/platform

Reason for Requesting Fee Waiver

Our organization is providing a free concert for the community of Seaside featuring the MSF All-star High School Band and 2 ensembles from Texas State University

Have you received a Fee Waiver in the past? Yes ☐ No ☒

If so, what was the date of your event? _____

Is your organization based in Seaside? Yes ☒ No ☐ (we hold all of our meetings in Seaside

What percentage of your members or participants resides in Seaside? 65% - we don't

What is your organization's tax identification number? 77/0357101 have a space yet)

Is organization able to provide liability insurance? yes

Will alcohol be served or sold at your event? Yes ☐ No ☒

Applicant Signature [Signature] Date 3/28/16

FOR OFFICE USE ONLY

Approved: _____
Denied: _____
Appealed: _____

Security Required? Yes ☐ No ☐ Notes: _____
Staff Approval: _____
Date: _____

Revised 5/12

State of California

Secretary of State

CERTIFICATE OF STATUS

ENTITY NAME:

ACTION COUNCIL OF MONTEREY COUNTY, INC.

FILE NUMBER: C1883564
FORMATION DATE: 02/07/1994
TYPE: DOMESTIC NONPROFIT CORPORATION
JURISDICTION: CALIFORNIA
STATUS: ACTIVE (GOOD STANDING)

I, DEBRA BOWEN, Secretary of State of the State of California,
hereby certify:

The records of this office indicate the entity is authorized to
exercise all of its powers, rights and privileges in the State of
California.

No information is available from this office regarding the financial
condition, business activities or practices of the entity.



IN WITNESS WHEREOF, I execute this certificate
and affix the Great Seal of the State of
California this day of March 01, 2012.

Debra Bowen

DEBRA BOWEN
Secretary of State

FAX

ACTION Council of Monterey County
295 Main St., Suite 300
Salinas, CA 93901
Phone: 831.783.1244 * Fax: 831.783.1276

To: NANCY Towne
City of Seaside

Fax: 899-6253

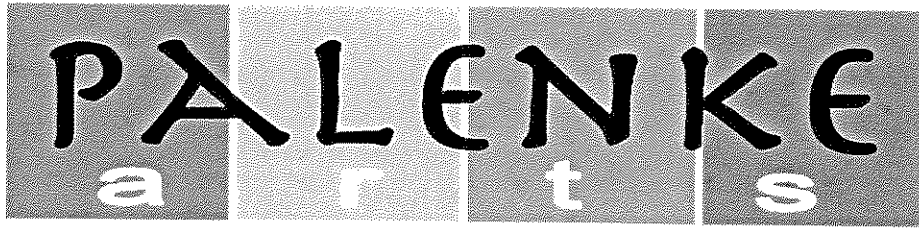
From: Steven Wortham (for Juan Sanchez)

Re: Status of Non Profit Certificate with regard to
ACTION Council being A Fiscal Sponsor of Palenque Arts.

Date: 3.24.16

Number of Pages: 2 (including Cover)





IGNITING A SPIRIT OF COMMUNITY IN THE CITY OF SEASIDE THROUGH THE ARTS

Contact: Juan L. Sánchez - musician/educator - CSUMB/Arts Council Monterey County
831-333-6612- juansanchez@hotmail.com
<http://palenkearts.org>

WHAT IS PALENKE ARTS?

A community of multicultural interdisciplinary artists, performers, students, educators and community members who want to transcend their individual differences, and build a better community through the arts.

OUR MISSION

To educate and inspire the community of Seaside through the arts

OUR VISION

To create a vibrant and inclusive Multicultural Arts Center in the city of Seaside, offering courses and performances in a multitude of art forms. We envision creating a facility that will feature:

- a state-of-the-art performing arts center
- an art gallery
- a painting/drawing studio
- inviting outdoor and indoor gathering space
- a recording studio and computer lab
- classroom, office and rehearsal spaces

It is our goal to be able to host:

- Workshops led by Monterey Jazz Festival educators
- After-school art studio facilitated by artists-in-residence
- Digital production projects led by CSUMB Service Learners
- Multi-disciplinary collaborative projects led by professional artists
- Performances by students, as well as jazz, blues and world music artists

OUR BENCHMARKS

- *January 2015* - Informational interviews with select stakeholders in the city including Mel Mason of the Village Project, city councilman Dave Pacheco, CSUMB Service Learning Director Seth Pollack,, LULAC council members, MPUSD Superintendent Dr. Diffenbaugh, and Seaside Arts Commissioners, including Sandra Gray and Steven Russell.
- *June 2015* -Survey of 145 Seaside High School students who overwhelmingly supported the idea of Palenke Arts and requested some of the programs listed above (report available online)
- *August 2015* - Formation of a grassroots community planning group with members from Seaside High School (teachers and students), CSU Monterey Bay, Monterey Jazz Festival, Peace and Justice Resource Center, St. Francis Xavier Church and the Village Project.
- *September 2015* - Obtained an offer of instrument loans, sheet music and teaching staff from the Monterey Jazz Festival.
- *October 2015* - Drafted and approved organizational mission and vision statements, as well as shared values, and recruited volunteer art/music teachers to start programming
- *January 2016* - Completion of a Strategic Plan with the assistance of Judy Sulsona
- *February 2016* - Obtained Fiscal Sponsorship through the Action Council
- *March 2016* - Planning of our launch event: Palenke Arts Festival on May 21, 2016

OUR NEXT STEPS

- Palenke Arts Festival May 21, 2016 featuring the Monterey Jazz Festival's All-star ensemble and Texas State University's Mariachi de Oro and Salsa del Rio
- Decide on a facility: MPUSD/Oldemeyer/Peace and Justice R. Center or first events
- Continued outreach to other stakeholders (Arts Commission, county, state and federal leaders) as well to other local community organizations and businesses.
- Hiring of Program Manager and Teaching staff
- Recruitment of volunteers and youth leadership council from Seaside Middle and High School
- Creation of bylaws and staffing guidelines
- Planning and execution of first community events - first priority: Seaside Middle/High School
- Fundraising through individual contributions, foundations and others to commence programs.

Please contact Juan L. Sánchez @ 831-333-6612- juansanchez@hotmail.com or go to <http://palenkearts.org>



CERTIFICATE OF LIABILITY INSURANCE

 DATE (MM/DD/YYYY)
04/01/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Monterey Insurance Agencies A Division of HUB International / #0757776 401 Fremont St # 100 Monterey CA 93940-3263 831-373-4925	CONTACT NAME: Jessica Mendoza PHONE (A/C, No, Ext): 831-642-4012 E-MAIL ADDRESS: Jessica.Mendoza@hubinternational.com FAX (A/C, No): 831-920-0106														
INSURED ACTION Council of Monterey County, Inc. 295 Main St., Suite 300 Salinas, CA 93901	<table border="1"> <thead> <tr> <th data-bbox="820 483 1429 514">INSURER(S) AFFORDING COVERAGE</th> <th data-bbox="1437 483 1559 514">NAIC #</th> </tr> </thead> <tbody> <tr> <td data-bbox="820 514 1429 546">INSURER A: NIAC</td> <td data-bbox="1437 514 1559 546">0115</td> </tr> <tr> <td data-bbox="820 556 1429 588">INSURER B:</td> <td data-bbox="1437 556 1559 588"></td> </tr> <tr> <td data-bbox="820 598 1429 630">INSURER C:</td> <td data-bbox="1437 598 1559 630"></td> </tr> <tr> <td data-bbox="820 640 1429 672">INSURER D:</td> <td data-bbox="1437 640 1559 672"></td> </tr> <tr> <td data-bbox="820 682 1429 714">INSURER E:</td> <td data-bbox="1437 682 1559 714"></td> </tr> <tr> <td data-bbox="820 724 1429 756">INSURER F:</td> <td data-bbox="1437 724 1559 756"></td> </tr> </tbody> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: NIAC	0115	INSURER B:		INSURER C:		INSURER D:		INSURER E:		INSURER F:	
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INSURER B:															
INSURER C:															
INSURER D:															
INSURER E:															
INSURER F:															

COVERAGES
CERTIFICATE NUMBER: 21109

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY	X		2015-05013-NPO	4/30/15	4/30/16	EACH OCCURRENCE \$ 1,000,000
	☒ COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000
	☐ CLAIMS-MADE ☒ OCCUR						MED EXP (Any one person) \$ 20,000
							PERSONAL & ADV INJURY \$ 1,000,000
							GENERAL AGGREGATE \$ 2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						PRODUCTS - COMP/OP AGG \$ 3,000,000
	☒ POLICY ☐ PRO-JECT ☐ LOC						\$
A	AUTOMOBILE LIABILITY			2015-05013-NPO	4/30/15	4/30/16	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	☐ ANY AUTO						BODILY INJURY (Per person) \$
	☐ ALL OWNED AUTOS						BODILY INJURY (Per accident) \$
	☒ HIRED AUTOS						PROPERTY DAMAGE (Per accident) \$
	☐ SCHEDULED AUTOS						\$
	UMBRELLA LIAB						EACH OCCURRENCE \$
	EXCESS LIAB						AGGREGATE \$
	☐ OCCUR ☐ CLAIMS-MADE						\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						☐ WC STATU-TORY LIMITS ☐ OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)						E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$
A	Improper Sexual Conduct*			2015-05013-NPO	4/30/15	4/30/16	*Each Claim Limit; \$1,000,000
	SS Professional Liability**						**Occurrence/Agg Limit: \$1 mil/\$2 mil

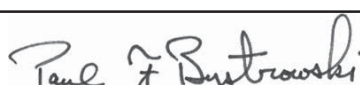
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

RE: Palenke Arts Festival, Laguna Grande Park, 1177-1191 Canyon Del Rey road, Seaside, CA 93955

 Add'l City of Seaside
 Interests:

Forms: CG2026 0704

CERTIFICATE HOLDER
CANCELLATION

CITY OF SEASIDE RECREATION SERVICES DEPARTMENT ATTN MARIA STELLER 986 HILBY AVE SEASIDE, CA 93955	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
---	--

Named Insured: ACTION Council of Monterey County, Inc.

Policy Number: 2015-05013-NPO

COMMERCIAL GENERAL LIABILITY
CG 20 26 07 04

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – DESIGNATED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s)
--

Any person or organization that you are required to add as an additional insured on this policy, under a written contract or agreement currently in effect, or becoming effective during the term of this policy. The additional insured status will not be afforded with respect to liability arising out of or related to your activities as a real estate manager for that person or organization.
--

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

- A. In the performance of your ongoing operations; or
- B. In connection with your premises owned by or rented to you.



**SEASIDE COUNTY SANITATION DISTRICT
STAFF REPORT**

Item No.: 8.F.

TO: City Council

FROM: Craig Malin, District Manager

BY: Daphne Hodgson, Deputy City Manager Administrative Services
Rajnesh Narayan, Finance

DATE: April 21, 2016

**SUBJECT: RENEWAL OF THE ANNUAL BINGO LICENSES FOR AMERICAN
LEGION POST 591, V.F.W. POST 8679, AND MONTEREY
PENINSULA AVENUE OF THE FLAGS**

PURPOSE

The purpose of this item is to provide the City Council an opportunity to review the 2016 annual bingo license renewal applications from the three non-profit organizations (Three licenses) that conduct bingo games in the City of Seaside.

RECOMMENDATION

It is recommended that the City Council approve the renewal applications for annual Bingo licenses for American Legion Post 591, 1000 Playa Ave., Seaside-Monterey Memorial V.F.W. Post 8679, 1996 Fremont Blvd., and Monterey Peninsula Avenue of Flags, 986 Hilby Ave.

BACKGROUND

Section 5.16 of the City of Seaside Municipal Code requires that every non-profit organization that conducts bingo games in the City have a Bingo License. The process requires that an application be submitted to the City Clerk with the payment of a \$52.00 fee. Each application is then reviewed by the City Council, which can issue, deny, or revoke the license. The license, if issued, is valid for a twelve-month period.

The three organizations listed above have conducted licensed Bingo games in Seaside for many years in accordance with the Municipal Code. No complaints have been filed regarding the bingo operators who are requesting license renewal. They have submitted their renewal applications and their \$52 fee.

FISCAL IMPACT

The Bingo license fees have been included in the City's revenues. There are no costs incurred from the approval of this item.

ATTACHMENTS

1. Bingo License Applications for Monterey Peninsula Avenue of Flags, Seaside-Monterey Memorial V.F.W. Post 8679, and American Legion Post 591.
-

Reviewed for Submission By:

Craig Malin, District Manager

440 Harcourt Avenue
Seaside, CA 93955

Telephone (831) 899-6240
FAX (831) 899-6341
TDD (831) 899-6207

(Pursuant to City of Seaside Municipal Code Section 5.16
and Penal Code section 326.5)

OFFICERS OF THE ORGANIZATION:

James Bogan Treasurer 831-393-0937

The above named organization agrees to abide by all the rules and regulations set forth in the Seaside Municipal Code, the State of California Penal Code, and the Federal and State Taxing authorities.

PRINT NAME Tommy Douglas PHONE 831-373-3648

DATE PAID 1/29/16

CITY OF SEASIDE
FINANCE DEPT.
440 HARCOURT AVE.
SEASIDE, CA 93955-4708

**FINANCE DEPARTMENT**440 Harcourt Avenue
Seaside, CA 93955Telephone (831) 899-6717
FAX (831) 899-6341
TDD (831) 899-6207**BINGO PERMIT APPLICATION**(pursuant to City of Seaside Municipal Code Section 5.16
and Penal Code section 326.5)DATE OF APPLICATION 1/7/16NAME OF ORGANIZATION Veterans Foreign WarsBUSINESS ADDRESS 1996 French PHONE 394-7031LOCATION OF BINGO GAMES Obermeyer CenterNON-PROFIT ORGANIZATION? YES ☒ NO ☐TAX EXEMPT CATEGORY _____ DATE RECEIVED _____
(If this an initial application, please attach copy of IRS Exemption Letter)INTENDED USE OF BINGO GAME PROCEEDS Assist Community

OFFICERS OF THE ORGANIZATION:

NAME	TITLE	PHONE
<u>Tom Davis</u>	<u>CDR</u>	<u>384-3755</u>
<u>Norman Felton</u>	<u>QMY</u>	<u>601-8995</u>
<u>Vernon Burton</u>	<u>Ady</u>	<u>394-7031</u>

The above named organization agrees to abide by all the rules and regulations set forth in the Seaside Municipal Code, the State of California Penal Code, and the Federal and State Taxing authorities.

SIGNATURE [Signature] DATE 01/07/16PRINT NAME James C Boger PHONE 601-5544LICENSE FEE PAID \$ 52.00 CITY RECEIPT # 213013DATE PAID 01 07 16

**FINANCE DEPARTMENT**440 Harcourt Avenue
Seaside, CA 93955

Telephone (831) 899-6240

FAX (831) 899-6341

TDD (831) 899-6207

BINGO PERMIT APPLICATION(Pursuant to City of Seaside Municipal Code Section 5.16
and Penal Code section 326.5)DATE OF APPLICATION 1 DEC 2015NAME OF ORGANIZATION AMERICAN Legion Post 591BUSINESS ADDRESS 1000 Playa Ave Seaside PHONE 831-869-1401LOCATION OF BINGO GAMES 1000 Playa Ave Seaside CANON-PROFIT ORGANIZATION? YES ☒ NO ☐TAX EXEMPT CATEGORY 501c3 DATE RECEIVED _____
(If this an initial application, please attach copy of IRS Exemption Letter)INTENDED USE OF BINGO GAME PROCEEDS DONATIONS & CHARITY

OFFICERS OF THE ORGANIZATION:

<u>NAME</u>	<u>TITLE</u>	<u>PHONE</u>
<u>MICHAEL WARD</u>	<u>COMMANDER</u>	<u>831-869-1401</u>
<u>JAMES BOGAN</u>	<u>EXECUTIVE BOARD</u>	<u>831-901-5544</u>
<u>ARLINGTON LA MICA</u>	<u>FINANCE OFFICER</u>	<u>831-277-3330</u>

The above named organization agrees to abide by all the rules and regulations set forth in the Seaside Municipal Code, the State of California Penal Code, and the Federal and State Taxing authorities.

SIGNATURE [Signature] DATE 29 Dec 2015PRINT NAME Michael Ward PHONE 831-869-1401LICENSE FEE PAID \$ 52.00 CITY RECEIPT # 00213839DATE PAID 1/27/2016



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 8.G.

TO: City Council

FROM: Craig Malin, City Manager

BY: Daphne Hodgson, Deputy City Manager Administrative Services

DATE: April 21, 2016

**SUBJECT: RESOLUTION APPROVING THE TWO-YEAR EXTENSION OF THE
AUDIT CONTRACT WITH GALLINA LLP**

PURPOSE

The purpose of this item is for the City Council to review and consider a resolution approving the two-year extension of the existing audit contract with Gallina LLP.

RECOMMENDATION

It is recommended that the City Council approve the attached resolution approving the two-year extension of the existing audit contract with Gallina LLP.

BACKGROUND

In 2013 the City issued a Request for Proposals for a new auditing firm to perform the required annual audit. The City Council selected the firm of Gallina LLP and entered into a contract for three years with the option of a two-year extension.

Gallina LLP has provided excellent service to the City for the years ending June 30, 2013, 2014 and 2015. At this time Gallina LLP has submitted the attached letter with a proposal to provide auditing services for the two-year contract extension period, for the years ending June 30, 2016 and 2017. The proposal includes the preparation of Comprehensive Annual Financial Reports (CAFRs), meeting a goal of the Finance Department and City.

At the end of the proposed two-year extension, staff will issue an Request for Proposal for Auditing Services in accordance with best financial practices to change auditors every five years.

FISCAL IMPACT

The cost of the auditing services is included the 2015-2016 Budget and will be included in the Proposed 2016-2017 and 2017-2018 Budgets.

ATTACHMENTS

1. Proposal letter from Gallina LLP
 2. Resolution Approving Contract with Gallina LLP for Auditing Services for the years ending June 30, 2016 and June 30, 2017
-

Reviewed for Submission to the
City Council by:



Craig Malin, City Manager

April 12, 2016

Honorable Members of the
City Council
City of Seaside
440 Harcourt Avenue
Seaside, CA 93966

Dear Honorable Mayor and Members of the City Council:

We are pleased to provide a proposal and summarize our understanding of the services we will provide the City of Seaside.

You have requested that we audit the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the City of Seaside, as of June 30, 2016 and June 30, 2017, and for the years then ended and the related notes to the financial statements, which collectively comprise the City of Seaside's basic financial statements as listed in the table of contents. We are pleased to confirm our acceptance and our understanding of this audit engagement by means of this letter. Our audits will be conducted with the objective of our expressing an opinion on each opinion unit.

Accounting principles generally accepted in the United States of America require that *management's discussion and analysis, budgetary comparison information*, pension related ratios and funding progress of other post-employment benefits be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by *the Governmental Accounting Standards Board*, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the required supplementary information (RSI) in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist primarily of inquiries of management regarding their methods of measurement and presentation, and comparing the information for consistency with management's responses to our inquiries. We will not express an opinion or provide any form of assurance on the RSI. The following RSI is required by accounting principles generally accepted in the United States of America. This RSI will be subjected to certain limited procedures but will not be audited:

- Management's Discussion and Analysis
- Budgetary Comparison Schedules
- Pension related ratios and contributions
- Funding Progress of post-employment benefits

Supplementary information other than RSI will accompany the City of Seaside's basic financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the basic financial statements and perform certain additional procedures, including comparing and reconciling the supplementary information to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and additional procedures in accordance with auditing standards generally accepted in the United States of America. We intend to

provide an opinion on the following supplementary information in relation to the financial statements as a whole:

- Combining fund statements
- Schedule of Expenditures of Federal Awards

We will subject the schedule of expenditures of federal awards to the auditing procedures applied in our audit of the basic financial statements and certain additional procedures, including comparing and reconciling the schedule to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and additional procedures in accordance with auditing standards generally accepted in the United States of America. We intend to provide an opinion on whether the schedule of expenditures of federal awards is presented fairly in all material respects in relation to the financial statements as a whole.

Data Collection Form

Prior to the completion of our engagement, we will complete the sections of the Data Collection Form that are our responsibility. The form will summarize our audit findings, amounts and conclusions. It is management's responsibility to submit a reporting package including financial statements, schedule of expenditure of federal awards, summary schedule of prior audit findings and corrective action plan along with the Data Collection Form to the federal audit clearinghouse. The financial reporting package must be text searchable, unencrypted, and unlocked. Otherwise, the reporting package will not be accepted by the federal audit clearinghouse. We will assist you in the electronic submission and certification. You may request from us copies of our report for you to include with the reporting package submitted to pass-through entities.

The Data Collection Form is required to be submitted within the earlier of 30 days after receipt of our auditors' reports or nine months after the end of the audit period, unless specifically waived by a federal cognizant or oversight agency for audits. Data Collection Forms submitted untimely are one of the factors in assessing programs at a higher risk.

Audit of the Financial Statements

We will conduct our audit in accordance with auditing standards generally accepted in the United States of America (U.S. GAAS), the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States of America; the audit requirements of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether the basic financial statements are free from material misstatement. An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to error, fraudulent financial reporting, misappropriation of assets, or violations of laws, governmental regulations, grant agreements, or contractual agreements. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements or noncompliance may not be detected exists, even though the audit is properly planned and performed in accordance with U.S. GAAS and Government Auditing Standards of the Comptroller General of the United States of America.

In making our risk assessments, we consider internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit.

We will issue a written report upon completion of our audit of City of Seaside's basic financial statements. Our report will be addressed to the governing body of City of Seaside. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions, add an emphasis-of-matter or other-matter paragraph(s), or withdraw from the engagement.

In accordance with the requirements of Government Auditing Standards, we will also issue a written report describing the scope of our testing over internal control over financial reporting and over compliance with laws, regulations, and provisions of grants and contracts, including the results of that testing. However, providing an opinion on internal control and compliance over financial reporting will not be an objective of the audit and, therefore, no such opinion will be expressed.

Audit of Major Program Compliance

Our audit of the City of Seaside's major federal award program(s) compliance will be conducted in accordance with the requirements of the Single Audit Act, as amended; and the Uniform Guidance, and will include tests of accounting records, a determination of major programs in accordance with the Uniform Guidance and other procedures we consider necessary to enable us to express such an opinion on major federal award program compliance and to render the required reports. We cannot provide assurance that an unmodified opinion on compliance will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or withdraw from the engagement.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the entity has complied with applicable laws and regulations and the provisions of contracts and grant agreements applicable to major federal award programs. Our procedures will consist of determining major federal programs and performing the applicable procedures described in the U.S. Office of Management and Budget OMB Compliance Supplement for the types of compliance requirements that could have a direct and material effect on each of the entity's major programs. The purpose of those procedures will be to express an opinion on the entity's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Also, as required by the Uniform Guidance, we will perform tests of controls to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each of the entity's major federal award programs. However, our tests will be less in scope than would be necessary to render an opinion on these controls and, accordingly, no opinion will be expressed in our report.

We will issue a report on compliance that will include an opinion or disclaimer of opinion regarding the entity's major federal award programs, and a report on internal controls over compliance that will report any significant deficiencies and material weaknesses identified; however, such report will not express an opinion on internal control.

Management's Responsibilities

Our audit will be conducted on the basis that management and those charged with governance acknowledge and understand that they have responsibility:

1. For the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America;
2. For the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to error fraudulent financial reporting, misappropriation of assets, or violations of laws, governmental regulations, grant agreements, or contractual agreements;
3. For safeguarding assets;
4. For identifying all federal awards expended during the period including federal awards and funding increments received prior to December 26, 2014, and those received in accordance with the Uniform Guidance generally received after December 26, 2014;
5. For preparing the schedule of expenses of federal awards (including notes and noncash assistance received) in accordance with the Uniform Guidance requirements;
6. For the design, implementation, and maintenance of internal control over compliance;
7. For identifying and ensuring that the entity complies with laws, regulations, grants, and contracts applicable to its activities and its federal award programs;
8. For following up and taking corrective action on reported audit findings from prior periods and preparing a summary schedule of prior audit findings;
9. For following up and taking corrective action on current year audit findings and preparing a corrective action plan for such findings;
10. For submitting the reporting package and data collection form to the appropriate parties;
11. For making the auditor aware of any significant vendor relationships where the vendor is responsible for program compliance;

To provide us with:

12. Access to all information of which [management] is aware that is relevant to the preparation and fair presentation of the financial statements, and relevant to federal award programs, such as records, documentation, and other matters;
13. Additional information that we may request from management for the purpose of the audit; and

14. Unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence.
15. For adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the current year period(s) under audit are immaterial, both individually and in the aggregate, to the financial statements as a whole; and
16. For confirming your understanding of your responsibilities as defined in this letter to us in your management representation letter.

With regard to the supplementary information referred to above, you acknowledge and understand your responsibility (a) for the preparation of the supplementary information in accordance with the applicable criteria, (b) to provide us with the appropriate written representations regarding supplementary information, (c) to include our report on the supplementary information in any document that contains the supplementary information and that indicates that we have reported on such supplementary information, and (d) to present the supplementary information with the audited financial statements, or if the supplementary information will not be presented with the audited financial statements, to make the audited financial statements readily available to the intended users of the supplementary information no later than the date of issuance by you of the supplementary information and our report thereon.

As part of our audit process, we will request from management and those charged with governance], written confirmation concerning representations made to us in connection with the audit.

We understand that your employees will prepare all confirmations we request and will locate any documents or invoices selected by us for testing.

If you intend to publish or otherwise reproduce the financial statements and make reference to our firm, you agree to provide us with printers' proofs or masters for our review and approval before printing. You also agree to provide us with a copy of the final reproduced material for our approval before it is distributed.

Fees and Timing

The timing of our audit will be scheduled for performance and completion based on a mutually agreed schedule. We expect to issue all audit reports no later than December 31, 2016 for the fiscal year ending June 30, 2016 audit.

Elba Zuniga is the engagement partner for the audit services specified in this letter. Her responsibilities include supervising GALLINA's services performed as part of this engagement and signing or authorizing another qualified firm representative to sign the audit report.

Our fees are based on the amount of time required at various levels of responsibility and include out-of-pocket expenses. Invoices will be rendered after completion of interim fieldwork, year-end fieldwork and delivery of the reports and are payable upon presentation. Our proposed fees are as follows:

	June 30, 2016	June 30, 2017
City of Seaside's Basic Financial Statements	\$30,000	\$30,900
CAFR compilation assistance – additional budgetary schedules and use of GFOA checklist to review CAFR (City to prepare transmittal letter and statistical tables) *	5,000	5,000
Seaside County Sanitation District	7,100	7,300
Major program testing - Uniform Guidance	4,300	4,400
GANN appropriations limit	500	500
Total All-Inclusive Maximum Fee	\$46,900	\$48,100

- Optional CAFR compilation assistance

If the City chooses to prepare a Comprehensive Annual Financial Report, the document we submit to you will include other additional information that will not be subjected to the auditing procedures applied on our audit of the financial statements as follows:

- Transmittal letter
- Statistical schedules

We will notify you immediately of any circumstances we encounter that could significantly affect this initial fee estimate. Whenever possible, we will attempt to use City of Seaside's personnel to assist in the preparation of schedules and analyses of accounts. This effort could substantially reduce our time requirements and facilitate the timely conclusion of the audit.

Other Matters

During the course of the engagement, we may communicate with you or your personnel via fax or e-mail, and you should be aware that communication in those mediums contains a risk of misdirected or intercepted communications.

The audit documentation for this engagement is the property of GALLINA LLP and constitutes confidential information. However, we may be requested to make certain audit documentation available to federal and state agencies and the U.S. Government Accountability Office pursuant to authority given to it by law or regulation, or to peer reviewers. If requested, access to such audit documentation will be provided under the supervision of GALLINA LLP's personnel. Furthermore, upon request, we may provide copies of selected audit documentation to these agencies and regulators. The regulators and agencies may intend, or decide, to distribute the copies of information contained therein to others, including other governmental agencies. We agree to retain our audit documentation or work papers for a period of at least five years from the date of our report.

The parties agree that any controversy or claim arising out of or relating to the services provided pursuant to this engagement letter agreement shall be determined by arbitration in accordance with the applicable Arbitration Rules for Professional Accounting and Related Services Disputes of the American Arbitration Association; and judgment on the award rendered by the arbitrator(s) may be rendered in any court of competent jurisdiction

Further, we will be available during the year to consult with you on financial management and accounting matters of a routine nature.

During the course of the audit, we may observe opportunities for economy in, or improved controls over, your operations. We will bring such matters to the attention of the appropriate level of management, either orally or in writing.

We agree to retain our audit documentation or work papers for a period of at least five years from the date of our report.

At the conclusion of our audit engagement, we will communicate to management and City Council the following significant findings from the audit:

- o Our view about the qualitative aspects of the entity's significant accounting practices;
- o Significant difficulties, if any, encountered during the audit;
- o Uncorrected misstatements, other than those we believe are trivial, if any;
- o Disagreements with management, if any;
- o Other findings or issues, if any, arising from the audit that are, in our professional judgment, significant and relevant to those charged with governance regarding their oversight of the financial reporting process;
- o Material, corrected misstatements that were brought to the attention of management as a result of our audit procedures;
- o Representations we requested from management;
- o Management's consultations with other accountants, if any; and
- o Significant issues, if any, arising from the audit that were discussed, or the subject of correspondence, with management.

In accordance with the requirements of Government Auditing Standards, we have attached a copy of our latest external peer review report of our firm for your consideration and files.

Please sign and return the attached copy of this letter to indicate your acknowledgment of, and agreement with, the arrangements for our audit of the financial statements compliance over major federal award programs including our respective responsibilities.

We appreciate the opportunity to be your financial statement auditors and look forward to working with you and your staff.

Respectfully,

A handwritten signature in cursive script that reads "Gallina LLP".

GALLINA LLP
925 Highland Pointe Drive, Suite 450
Roseville, CA 95678

RESPONSE:

This letter correctly sets forth our understanding.

CITY OF SEASIDE

Acknowledged and agreed on behalf of City of Seaside by:

Name: _____

Title: _____

Date: _____

System Review Report

To the Partners
Gallina LLP
and the Peer Review Committee of the California Society of CPA's

We have reviewed the system of quality control for the accounting and auditing practice of Gallina LLP (the firm) in effect for the year ended May 31, 2015. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. As a part of our peer review, we considered reviews of regulatory entities, if applicable, in determining the nature and extent of our procedures. The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review. The nature, objectives, scope, limitations of, and the procedures performed in a System Review are described in the standards at www.aicpa.org/prsummary.

As required by the standards, engagements selected for review included engagements performed under the *Government Auditing Standards* and audits of employee benefit plans.

In our opinion, the system of quality control for the accounting and auditing practice of Gallina LLP, in effect for the year ended May 31, 2015, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Gallina LLP has received a rating of *pass*.

Postlethwaite & Netterville

Baton Rouge, Louisiana
October 29, 2015

RESOLUTION NO. 16-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEASIDE

APPROVING A CONTRACT WITH GALLINA LLP TO PROVIDE AUDITING SERVICES FOR THE YEARS ENDING JUNE 30, 2016 AND JUNE 30, 2017

WHEREAS, the City of Seaside (City) is required to have an annual financial audit; and

WHEREAS, in 2013 the City contracted with Gallina LLP for audit services for three years with an option to extend the contract for two years; and

WHEREAS, Gallina LLP has provided excellent services to the City over the last three years; and

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Seaside approves the two-year extension of the contract with Gallina LLP for auditing services for the years ending June 30, 2016 and June 30, 2017 and delegates authority to the City Manager to execute the contract.

PASSED AND ADOPTED at a regular City Council meeting duly held on the 21st day of April 2016 by the following vote:

AYES:	COUNCIL MEMBERS:
NOES:	COUNCIL MEMBERS:
ABSENT:	COUNCIL MEMBERS:
ABSTAIN:	COUNCIL MEMBERS:

Ralph Rubio, Mayor
City of Seaside

ATTEST:

Lesley E. Milton-Rerig, City Clerk



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 8.H.

TO: City Council

FROM: Craig Malin, City Manager

BY: Daphne Hodgson, Deputy City Manager Administrative Services

DATE: April 21, 2016

**SUBJECT: RESOLUTION AUTHORIZING SUBMITTAL OF APPLICATION(S)
UNDER THE STATE DEPARTMENT OF RESOURCES RECYCLING
AND RECOVERY, BEVERAGE CONTAINER RECYCLING
CITY/COUNTY PAYMENT PROGRAM**

PURPOSE

The purpose of this item is for the City Council to consider a resolution authorizing application for the Department of Resources Recycling and Recovery Beverage Container Recycling City/County Payment Program for any and all payment programs offered and authorizing the signature authority.

RECOMMENDATION

It is recommended that the City Council consider and adopt the attached resolution authorizing application for Department of Resources Recycling and Recovery Beverage Container Recycling City/County Payment Program for any and all payment programs offered and authorizing the signature authority.

BACKGROUND

The Department of Resources Recycling and Recovery (CalRecycle) has established various payment programs to make payments to qualifying jurisdictions. The City Council previously approved a resolution for certain CalRecycle Grants. The Beverage Container Recycling City/County Payment Program also offers various funding opportunities authorized by legislation to assist public and private entities in the safe and effective management of the waste stream.

In order to participate in the Beverage Container Recycling City/County Payment Program and other payments programs, beginning with fiscal year 2015-16 funding cycle, each jurisdiction is required to approve the attached resolution and submit it to CalRecycle. The resolution

authorizes applications to CalRecycle for any and all payment programs offered. In addition, it authorizes Signature Authority to the City Manager or designee to execute documents and secure payments.

FISCAL IMPACT

No direct fiscal impact, but will allow the City to participate in potential future payment programs that would provide funding for eligible activities including, but are not limited to:

- Supporting new or existing curbside recycling programs.
- Neighborhood drop-off recycling programs.
- Public education promoting beverage container recycling.
- Litter prevention and cleanup where the waste stream includes beverage containers that will be recycled.
- Cooperative regional efforts among two or more cities and counties.
- Other beverage container recycling programs.
- Supporting AB 341 Mandatory Commercial Recycling requirements.
 - Infrastructure for businesses to recycle beverage containers
 - Support for new or existing beverage container recycling programs for multi-family residential dwellings
 - Public education and outreach that includes a beverage container recycling component

ATTACHMENTS

1. Payment Program Resolution
-

Reviewed for Submission to the
City Council by:



Craig Malin, City Manager

16-XX

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEASIDE
AUTHORIZING SUBMITTAL OF APPLICATION FOR PAYMENT PROGRAMS AND
RELATED AUTHORIZATIONS**

WHEREAS, pursuant to Public Resources Code section 48000 et seq., 14581, and 42023.1(g), the Department of Resources Recycling and Recovery (CalRecycle) has established various payment programs to make payments to qualifying jurisdictions; and

WHEREAS, in furtherance of this authority CalRecycle is required to establish procedures governing the administration of the payment programs; and

WHEREAS, CalRecycle's procedures for administering payment programs require, among other things, an applicant's governing body to declare by resolution certain authorizations related to the administration of the payment program.

NOW, THEREFORE, BE IT RESOLVED that the City of Seaside is authorized to submit an application to CalRecycle for any and all payment programs offered; and

BE IT FURTHER RESOLVED that the City Manager, or his/her designee, is hereby authorized as Signature Authority to execute all documents necessary to implement and secure payment; and

BE IT FURTHER RESOLVED that this authorization is effective until rescinded by the Signature Authority or this Governing Body.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Seaside, State of California, on the 21st day of April 2016, by the following vote:

AYES: COUNCIL MEMBERS:

NOES: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

Ralph Rubio, Mayor
City of Seaside

ATTEST:

Lesley Milton-Rerig, City Clerk



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 8.I.

TO: City Council

FROM: Craig Malin, City Manager

BY: Daphne Hodgson, Deputy City Manager Administrative Services

DATE: April 21, 2016

SUBJECT: RESOLUTION APPROVING A MEMORANDUM OF UNDERSTANDING WITH THE MONTEREY REGIONAL WASTE MANAGEMENT DISTRICT AND TECHNICAL ADVISORY COMMITTEE MEMBERS FOR SHARED FRANCHISE CONTRACT COMPLIANCE AND MANAGEMENT AND AUTHORIZING \$11,055 APPROPRIATION FOR THE CITY OF SEASIDE'S SHARE

PURPOSE

The purpose of this item is to provide the City Council the opportunity to consider a resolution approving an MOU with the Monterey Regional Waste Management District and Technical Advisory Committee members for shared Franchise Contract Compliance and Management and authorizing an appropriation of \$11,055.

RECOMMENDATION

It is recommended that City Council approve the attached resolution approving an MOU with the Monterey Regional Waste Management District and Technical Advisory Committee members for shared Franchise Contract Compliance and Management and authorizing an appropriation of \$11,055.

BACKGROUND

The Monterey Regional Waste Management District (MRWMD) working with a Technical Advisory Committee composed of staff from member agencies, issued an Request for Proposal for a new franchise waste hauler to serve the Monterey Peninsula cities. The goal was to provide quality garbage and recycling services for the local jurisdictions and create some uniformity in the franchise agreements.

MRWMD paid the costs of the franchise agreement project including the consultant who facilitated the successful implementation of the new franchise agreements with GreenWaste

Recovery.

The new franchise agreements have been in place almost a year. The ongoing contract compliance and management issues are now the responsibility of each member jurisdiction. However, most members agree that the complex contract management and compliance work that is needed requires an expertise that members do not have. Therefore, as shown in Table 1, attached, the work has been divided, MRWMD is doing some of the compliance work, and it has been proposed that MRWMD hire the prior consultant, Rob Hilton of HF&H, to do the additional necessary work.

This franchise agreement generates approximately \$700,000 of franchise fees annually to the City. The contract compliance and management work is important to assure the City is receiving its appropriate share of franchise fees and that the recycling requirements of State law are being met.

The proposed MOU with MRWMD, attached, proposes a cost sharing formula for the consultant costs. The City of Seaside share is \$11,055.

FISCAL IMPACT

The cost of the City's share of the MOU would be \$11,055. A new appropriation would be needed for this cost. The additional garbage franchise fees that the City is receiving under the new franchise agreement will offset the cost of this MOU.

ATTACHMENTS

1. Proposed MOU with Monterey Regional Waste Management District
 2. Resolution approving MOU with Monterey Regional Waste Management District
 3. MRWMD Contract Management Needs Assessment
 4. Revenue Requirement
-

Reviewed for Submission to the
City Council by:



Craig Malin, City Manager

RESOLUTION NO. 16-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEASIDE

**APPROVING A MEMORANDUM OF UNDERSTANDING WITH MONTEREY
REGIONAL WASTE MANAGEMENT DISTRICT TO PROVIDE SHARED GARBAGE
FRANCHISE CONTRACT COMPLIANCE AND MANAGEMENT AND
AUTHORIZING AN APPROPRIATION OF \$11,055 FOR THE SEASIDE SHARE OF
THE COSTS**

WHEREAS, the Monterey Regional Waste Management District (District) and the City of Seaside (City), as a member of the District and the Technical Advisory Committee, negotiated and implemented a new garbage and recycling franchise agreement with GreenWaste Recovery, Inc.; and

WHEREAS, the District has agreed to help with franchise agreement compliance and management, including hiring the consulting firm of HF&H; and

WHEREAS, the City of Seaside does not have the expertise to perform the complex work involved, including monitoring and reporting compliance with State law and management of the franchise agreement; and

WHEREAS, the District and the local jurisdictions have proposed an MOU to facilitate the franchise agreement compliance and management.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Seaside approves the attached MOU and delegates authority to the City Manager to execute the MOU. In addition, the City Council appropriates \$11,055 for the City of Seaside's share of the cost of these services.

PASSED AND ADOPTED at a regular City Council meeting duly held on the 21st day of March 2016 by the following vote:

AYES: COUNCIL MEMBERS:
NOES: COUNCIL MEMBERS:
ABSENT: COUNCIL MEMBERS:
ABSTAIN: COUNCIL MEMBERS:

Ralph Rubio, Mayor
City of Seaside

ATTEST:

Lesley E. Milton-Rerig, City Clerk

Monterey Regional Waste Management District
Contract Management Needs Assessment

Contract Management Task/Activity		Level of Effort (All Agencies)			HFH Proposed	Notes/Assumptions
		Hours per Event	Event per Year	Annual Hours	Cost per Year	
1	Review Contractor's quarterly reports.	16	4	64	\$ 10,600	Assumes summary review of trends. Additional time would be required for any follow-up due to outliers or concerns.
2	Review contractor's annual report and determine compliance with contractual requirements for prior year.	20	1	20	\$ 3,300	Assumes contractor is generally compliant with terms and no major issues are identified for resolution. MRWMD to review PEOP and customer related req's.
3	Reconcile franchise and other fee payments to reported revenues and service levels.	16	4	64	\$ 10,600	Assumes quarterly reconciliation of high-level indicators to fee payments. Comprehensive or statistically valid audit would require significant additional time.
4	Review contractor's annual rate adjustment application for consistency with contract and accuracy of calculations.	80	1	80	\$ 13,200	Assumes index-based review. Cost-based reviews would involve significant additional time.
5	Prepare for and attend regular meeting with Contractor to discuss services, rates, outreach, and educational campaigns.	6	4	24	\$ 4,000	Assumes quarterly group meetings (e.g. TAC)
6	Review and make recommendations to TAC on approval of Contractors Annual Public Education & Outreach Plan	20	1	20	MRWMD	Assumes one draft request for revisions and final review and recommendation to TAC.
7	Compile data from contractor reports for inclusion in AB 939 Reports to CalRecycle. NOTE: MRWMD has historically provided AB 939 reporting for all member agencies except Pebble Beach CSD, Monterey County and City of Monterey.	40	1	40	MRWMD	Assumes that contractor's annual reports provide all requested quantitative data.
8	Act as customer liaison to contractor for any unresolved issues or calls received by agency rather than contractor.	14	12	168	MRWMD	Assumes 2 hours per month per agency after implementation period.
9	Monitor customer site visits/technical assistance and participate in site visits for selected customers	28	12	336	MRWMD	Assumes 4 hours of site visits per agency per month. NOTE: District may be best to perform this role.
TOTAL Ongoing Contract Management Activities (HFH Portion)				816	\$ 41,700	

Notes:

1. This is a menu of options for the District and Member Agencies. There is no minimum requirement for any number or particular grouping of tasks.
2. The proposed cost assumes all seven GWR franchising agencies participate. Cost is based on efficiencies gained at regional scale.
3. Ongoing management activities do not include negotiating changes to franchises or resolving start-up issues.

	Revenue Requirement		
	\$	%	Per Agency Cost/Year
Carmel	\$ 2,098,375	13.7%	\$ 5,391
DRO	\$ 488,848	3.2%	\$ 2,500
Marina	\$ 2,950,015	19.3%	\$ 7,579
PG	\$ 3,343,057	21.9%	\$ 8,588
PBCSD	\$ 1,590,995	10.4%	\$ 4,087
Sand City	\$ 493,630	3.2%	\$ 2,500
Seaside	\$ 4,303,220	28.2%	\$ 11,055
TOTAL	15,268,140		\$ 41,700



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 8.J.

TO: City Council

FROM: Craig Malin, City Manager

BY: Nancy Towne, Recreation Services Director

DATE: April 21, 2016

**SUBJECT: APPROVE A FEE WAIVER FROM COMMUNITY HOSPITAL OF
THE MONTEREY PENINSULA RECOVERY CENTER FOR THE USE
OF THE LAGUNA GRANDE HALL FOR THEIR INSTALLATION
DINNER EVENT.**

PURPOSE

The purpose of this item is to consider the fee waiver request from the Community Hospital of the Monterey Peninsula Recovery Center for the use of the Laguna Grande Hall to hold their annual installation dinner in the amount of six hundred, ninety-two dollars and twenty-five cents (692.25).

RECOMMENDATION

Staff recommends that the City Council approve the request.

BACKGROUND

Community Hospital of the Monterey Peninsula Recover Center is a non-profit organization that raises their own funds separate from Community Hospital of the Monterey Peninsula. The Recovery Center is requesting a fee waiver to cover costs associated with their annual gala dinner honoring the introduction of new officers to the board and plan to host their dinner on July 12, 2016 in the Laguna Grande Hall at the Oldemeyer Center. The Recovery Center has received approvals for fee waivers in the past and their last request for a fee waiver was approved with a recommendation that they pay (50%) of all fees and the non-refundable portion of the room rental deposit that goes into the facility maintenance fund.

FISCAL IMPACT

The approximate fees which are applicable to this request are:

Laguna Grande Hall Fee	\$470.00
Deposit Non Refundable Portion	\$141.25
Insurance	<u>\$ 81.00</u>

TOTAL \$692.25

Staff recommends that 50% of the rental fees be waived with the exception of the non-refundable portion that goes into the facility maintenance fund.

ATTACHMENTS

1. Attachment- Fee Waiver Request
 2. Attachment- Permit to Use Laguna Grande Hall
-

Reviewed for Submission to the
City Council by:



Craig Malin, City Manager



City of Seaside

FEE WAIVER REQUEST

Name of Applicant SUSAN Trotter Organization RECOVERY CENTER
Address 443 Watson St Monterey Ca 93940
P.O. Street Box 359 Seaside City State Zip
Home Phone _____ Cell Phone 596-7080 Email Address SUSAN.TROTTER@ATT.NET

Room(s) Requested Laguna Grande Room

Day(s) and Date(s) Requested July 12, 2016

Hours Requested (include set-up time) 1459 PM Estimated Attendance 100

Description of Event Installation Dinner

Special Instructions or Equipment to Be Brought In _____

Reason for Requesting Fee Waiver

We are non-profit and we are self-supporting

Have you received a Fee Waiver in the past? Yes ☒ No ☐

If so, what was the date of your event? July 2015

Is your organization based in Seaside? Yes ☐ No ☒

What percentage of your members or participants resides in Seaside? 75-80%

What is your organization's tax identification number? _____

Is organization able to provide liability insurance? YES

Will alcohol be served or sold at your event? Yes ☐ No ☒

Applicant Signature Susan Trotter Date 3-29-16

FOR OFFICE USE ONLY

Approved: _____

Denied: _____

Appealed: _____

Security Required? Yes ☐ No ☐

Staff Approval: _____

Date: _____

Notes: _____

Revised 5/12



PERMIT TO USE LAGUNA GRANDE HALL

City of Seaside Recreation Services
986 Hilby Avenue, Seaside, CA 93955
(831) 899-6800 Fax (831) 899-6274

Name of Applicant SUSAN TROTTER Organization RECOVERY CENTER ^{HH #6666}
Address 443 Watson St Monterey Ca 93940
Street City State Zip
Home Phone 831 596 7080 Cell Phone 5 Email Address SUSAN.TROTTER@ATT.NET

Day(s) and Date(s) Requested July 12 Confirmed date is correct
Hours Requested (include set-up time) 4:00 - 9:00 PM Estimated Attendance 100
Description of Event Installation DINNER

Special Instructions or equipment requested KITCHEN

Requested Use of ☐ Podium ☒ Coffee Pot ☒ Microphone ☐ US & California Flag
*Projectors and other electronic equipment including extension cords are not available for use

	YES	NO		YES	NO
Is event open to the public?	☐	☒	Will refreshments be served?	☒	☐
Will admission be charged?	☐	☒	Will refreshments sold?	☐	☒
Are you a non-profit organization?	☐	☒	Will you be using the kitchen?	☒	☐
Will there be music?	☐	☒	Will alcohol be served?*	☐	☒
Live music or DJ?			Will alcohol be sold?*	☐	☒
Name, of DJ or band:			* Alcohol is prohibited at youth oriented events.		

DJ or band phone number and address: _____
Work Phone Cell Phone
Street City State Zip

Applicant will provide the following items 30 days prior to the event:

- ☒ Full payment of all applicable fees ☐ Copy of event security contract by licensed company (if applicable)
☐ Proof of liability insurance ☐ Copy of ABC license (if applicable)

☒ I will be using the Hall only ☐ I will be using the Hall & Kitchen only. ☐ I will be using the Hall / Kitchen & Dance Studio. ☐

I have read and agree to the Laguna Grande Hall Rules, Regulations and Conditions of Use on the back side of this form.

Applicant Signature [Signature] Date 3-16-16

FOR OFFICE USE ONLY

Deposit:	_____	Amount Paid:	_____	Staff Approval:	_____
Hourly Fees:	_____	Date:	_____	Notes:	_____
Insurance:	_____				
Alcohol Deposit:	_____	Balance Due:	_____		
Total Fees:	_____	Balance Due Date:	_____		

RULES, REGULATIONS & CONDITIONS OF USE

1. OVERTIME: Use of the facilities in excess of the time set forth above may result in overtime fee being charged.
2. CANCELLATION BY PERMITTEE: Permittee must submit written notice of cancellation to the calendaring agent in order to be eligible for a refund. Refund requests made forty-five (45) days in advance will receive a full refund less a seven dollar (\$7) surcharge. Refund requests made thirty (30) - forty-five (45) days in advance will receive a full refund less the non-refundable portion of the security deposit. Refund requests made less than thirty (30) days in advance will receive a full refund less the entire security deposit.
3. CANCELLATION BY CITY: This permit may be canceled without liability to the City under any of the following conditions: a) It is found to contain false or misleading information, (b) The Department finds that the proposed use will be detrimental to the public's health, (c) Any individual or group (members or guests) willfully or through negligence mistreats the equipment or violates any of the regulations, terms, and conditions established for use of the facilities, (d) Average attendance of scheduled activities falls below the standard established for each use area with the Center, (e) For failure to notify Center of cancellation of any date or dates covered by this permit, (f) Permittee defaults on or has not completed all conditions and requirements for use of facilities, (g) In case the Center or any part thereof shall be destroyed or damaged by fire or any other cause, or if other unforeseen occurrence, including strikes, labor disputes, war, or acts of military authorities shall render fulfillment of the permit difficult or impossible of performance, (h) The facility is needed by public necessity or emergency use, (i) Upon thirty (30) calendar days written notice to Permittee. Refund of rental fees shall be made where City cancels permit at least thirty (30) days prior to the date reserved, except when cancellation occurs under items (g) or (h) above.
4. TRANSFERRING PERMIT: Permit cannot be transferred, assigned, or sublet unless approved by the City in writing.
5. ADVERTISING, SOLICITATION AND SALES: No advertising or signs shall be exhibited and no sales made at the Center without the written permission of the City.
6. COMPLETION OF REQUIREMENTS FOR USE OF FACILITIES: Permittee must complete all requirements relating to use of the facilities within the time requirements specified.
7. COMPLIANCE TO CONDITIONS OF USE: The Permittee shall observe, obey, and comply with all applicable City, County, and Federal laws; and the policies, rules, regulations, terms, and conditions governing use of Center facilities. Permittee will forfeit all rents or other fees paid if evicted from premises for violation of it. Eviction shall not release Permittee from any obligations for the payment of the rents or other fees required to be paid under this permit for the term thereof.
8. CONCESSION SALES: Permittee will not engage in concession operations unless authorized in writing by Director/authorized staff.
9. CONDUCT OF PERSONS: Permittee shall be solely responsible for the orderly conduct of all persons using the premises by its invitation, either express or implied, during all times covered by the permit. The Department reserves the right to eject or cause to be ejected from the premises any person or persons objectionable due to unlawful conduct.
10. DAMAGE TO FACILITY OR EQUIPMENT: All property, equipment, and furnishings must be kept clean and undamaged, fair wear and tear accepted. Permittee causing damage or loss will be required to pay for same at current costs.
11. EXITS: At no time shall exits be covered or obstructed.
12. FACILITIES CAPACITY: Permittee shall not admit a larger number of persons than can be safely and freely moved about therein as determined by Building and Fire Codes.
13. FLAMMABLE MATERIALS: No flammable materials will be permitted to be used for decorations. All materials used for decorative purposes must be treated with flame proofing and be approved by the Fire Department.
14. INDEMNITY: Permittee shall indemnify and hold harmless by the City, its officers, employees, and agents, against any and all claims, demands, causes of action, personal injuries or death, damages whatsoever, directly or proximately resulting or caused by the use and occupation of the facilities described in the permit, whether such use is authorized or not or from act or omission of Permittee or any of its officers, agents, employees, guests, patrons, or invitees, and the Permittee shall, at its sole risk and expense, defend any and all suits, actions, or other legal proceedings which may be brought or instituted against City, its officers and employees, on any such claim, demand, or cause of action, and the Permittee shall pay any judgment or decree which may be rendered against the city, its officers, employees, and agents in any suit, action or other legal proceedings, and Permittee shall pay for any and all damages to the property of the City or of others, the loss or theft of such property, done or caused by Permittee, its officers, agents, employees, guests, patrons, and invitees.
15. PAYMENT OF TAXES: Payment of all Federal, and City taxes in connection with the event shall be the liability and responsibility of the Permittee.
16. PERMITTEE RESPONSIBLE FOR CLEANLINESS OF FACILITY: Facilities used by Permittee must be left in a clean and orderly condition. If additional maintenance is required, other than normal cleaning process, the Permittee will be charged for same.
17. PERMITTEE RESPONSIBLE FOR PERMITS AND LICENSES: The Permittee shall procure at his own expense all the required licenses and permits necessary for the intended use or activity covered by this permit.
18. ALCOHOL: No alcohol can be served to minors or at any youth-related event at the Oldemeyer Center or Seaside Community Center and can result in immediate closure of the event and loss of deposit. ALL alcohol is prohibited at ALL youth oriented events.
19. SMOKING: Smoking is prohibited within twenty (20) feet of entrances, exits and windows.
20. USE OF RESERVED FACILITIES AND EQUIPMENT: Permittee may use only those facilities and equipment specifically designated on this permit.
21. CONSTRUCTION OF PERMIT: In case of any doubts as to the interpretation of any provisions of this permit, the interpretation by the Recreation and Community Activities Director shall prevail. In addition, the Recreation and Community Activities Director shall have the sole power to decide and resolve matters not covered by this permit.
22. SEVERABILITY: If any part of this permit is for any reason held to be illegal, inapplicable, unenforceable, or unconstitutional, such decision shall not affect the validity of the remaining portions of the permit.
23. SECURITY AND CLEANING DEPOSIT: A deposit is required from any person or organization renting a room at the Center (according to current fees and charges). A portion of the deposit is non-refundable (according to current fees and charges) and the remaining deposit is refundable in whole or in part depending upon the condition of the room, walls, floors, carpets; whether any breakage occurred or whether overtime was incurred beyond stated setup, cleanup or activity time. The City reserves the right to close down any party or activity that may in any way endanger the health or safety of any person or property. Any early closure of the facility may result in loss of deposits. Refundable deposits will be returned within thirty (30) days following the event date.
24. SUPPLIES: City staff is not authorized to provide supplies for your event.
25. SECURITY GUARDS: One guard per fifty participants is required for events that serve alcohol and/or have live/DJ music or dancing. The City reserves the right to require security for events.



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 9.A.

TO: City Council

FROM: Craig Malin, City Manager

BY: Diana Ingersoll, Deputy City Manager Resource Management Services
Tim O'Halloran, City Engineer/Public Works Services Manager
Rick Medina, Senior Planner

DATE: April 21, 2016

**SUBJECT: PUBLIC HEARING TO CONSIDER PROPOSED TEXT
AMENDMENTS TO CHAPTER 10.04 AND CHAPTER 10.32 OF THE
SEASIDE MUNICIPAL CODE TO PROHIBIT THE PARKING OF
RECREATIONAL VEHICLES, TRAILERS, AND PROHIBITED
VEHICLES ON CITY STREETS, ALLEYS, PUBLIC RIGHT-OF-
WAYS, AND PUBLICLY OWNED PARKING LOTS. (*FIRST READING
– ROLL CALL VOTE*).**

PURPOSE

In accordance with Section 17.74.040.A of the Seaside Municipal Code (SMC), the purpose of this item is to have the City Council consider the proposed text amendments to Chapter 10 which would prohibit the the on street parking of recreational vehicles, trailers, and prohibited vehicles as defined in the Draft Ordinance. A Negative Declaration has been prepared for the proposed text amendments.

RECOMMENDATION

It is recommended that the City Council take the following actions in consideration of the proposed text amendments to the SMC:

1. Adopt a Resolution certifying a Negative Declaration for the proposed text amendments in accordance with the California Environmental Quality Act Guidelines, and
2. Pass to Print the first reading of the Draft Ordinance provided for the proposed text amendments to the SMC.

BACKGROUND

In 2009, the City of Seaside retained DKS and Associates to perform a citywide parking study

and implementation plan. This plan was developed based upon the need to obtain a comprehensive assessment of existing parking conditions citywide and develop alternative parking restrictions on certain vehicles (e.g. recreational vehicles, trailers, boats, large commercial vehicles) as well as a program for enforcement. On November 4, 2010, the City Council accepted the Citywide Parking Study and Implementation Plan (Study) and directed City to return with prioritized recommendations to improve the availability of on-street parking and reduce parking conflicts within residential and commercial neighborhoods.

On November 21, 2013, the City Council took its first step toward regulating on-street parking restrictions with the adoption of Ordinance No. 1010, which prohibited on-street parking of unhitched trailers, campers, and boats by amending the text of Chapter 10.04 and Chapter 10.32 of the SMC as follows:

1. Added new Section 10.32.101 to prohibit the parking of unhitched trailers, campers; and boats upon any City street, alley, public right-of-way, or publicly owned parking lot in any Zoning District Citywide except as permitted by construction related activity landscape businesses with valid business licenses; and
2. Added new Section 10.04.056 to provide a definition of an unhitched trailer, camper, and boat when located on a City street, alley, public right-of-way, or publicly owned parking lot.

Since the implementation of Ordinance No. 1010, city staff has continued to receive comments and complaints from the public on the parking of all types of recreational vehicles, trailers, campers, boats and large commercial vehicles, hitched or unhitched.

The Traffic Advisory Committee (TAC) met on several occasions in 2015 to evaluate the parking and safety issues associated with these vehicles and to determine if additional regulations should be considered to further regulate the on street parking of recreational vehicles, trailers, campers, boats and large commercial vehicles. In response to the complaints the TAC was presented with the following amended language to Chapter 10:

1. Amending Chapter 10.32 to modify Section 10.32.101 that would prohibit the parking of recreational vehicles, trailers, and prohibited vehicles upon any City street, alley, public right-of-way, or publicly owned parking lot in any Zoning District Citywide except as follows:
 - a. Permitted by “construction related activity” or any landscape business in the vicinity between the hours of 7 am and 5 pm daily. For the purpose of this section, the term “construction related activity” includes any active loading and unloading of construction material for the purpose of construction work or landscape maintenance, in accordance with valid development permit (e.g. use permit, encroachment permit, building permit). For landscape businesses or independent contractors to be exempt, a copy of a valid City Business License must be attached to the unhitched trailer.
 - b. Trucks with sideboards extending above the cab will be permitted to park not longer than 24 hours.

c. If the registered owner of a recreational vehicle is a resident of a residence on the public street where the trailer, boat or recreational vehicle is parked for the purpose of loading, unloading, cleaning, or other activity preparatory or incident to travel.

d. One vehicle not exceeding a gross vehicle weight rating (GVWR) of five tons which is owned and operated by a water, gas, electric, or telephone public utility and used for emergency service to prevent injury or hazard to the general public may be parked in a residential district. One light-duty class A tow truck with a manufacturer's gross vehicle weight rating (GVWR) of ten thousand to nineteen thousand five hundred pounds, and used for emergency service to prevent injury or hazard to the general public may be parked in a residential district. Such tow trucks must be registered with a city, county, or state agency to provide emergency towing services.

After three parking violations, the trailer, recreational vehicle, or prohibited vehicle is subject to being towed at the owner's expense.

2. Amending Chapter 10 to add new Section 10.04.056 that would provide a definition of Trailer; add new Section 10.04.057 to add definition of Recreational Vehicles; and add new Section 10.04.058 to add definition of Prohibited Vehicles.

On November 17, 2015, the TAC recommended, based on the committee's review and the acceptance of public comment on the proposed Ordinance language, that the City should proceed with presenting an Ordinance for the City Council's consideration to prohibit the parking of recreational vehicles, trailers and defined prohibited vehicles on city streets as outlined above.

On December 3, 2015, the City Council reviewed the public record related to the TAC's recommendations on the proposed Text Amendments and directed City staff to move forward with the preparation of an Initial Study to evaluate the environmental issues associated with the text amendments; and to have the Planning Commission provide its recommendation to the City Council on the adoption of an Ordinance for the proposed Text Amendments.

On February 24, 2016, the Planning Commission held a duly noticed public hearing to consider the adopted of the text amendments described under the Draft Ordinance, attachment 3.

Following the closure of the public hearing, the Planning Commission adopted Resolution No. 16-03 recommending approval of this Ordinance to the City Council.

STAFF ANALYSIS

The on-street parking of recreational vehicles, trailers, and large commercial vehicles on city streets, alleys, and city owned parking lots has been an ongoing topic of concern since 2009 with respect to the following issues:

1. Reduction in on-street parking these vehicles present for standard passenger vehicles; and
2. Intrusion of these vehicles, specifically large commercial vehicles, within residential

- neighborhoods resulting in visual blight; and
3. Creation of public safety hazards the parking of these vehicles cause as it relates to the lack of adequate visibility of other motor vehicles and pedestrians and bicyclists.

The adoption of the proposed text amendments would also serve to enhance the visual character and quality of life within the community and serve to provide a safe, livable environment for both the citizens of Seaside and its visitors alike. The proposed text amendments are provided in the Draft Ordinance.

ENVIRONMENTAL REVIEW

Pursuant to the requirements of the California Environmental Quality Act Section 21000 et seq. and State CEQA Guidelines Section 15070 through 15075, the City of Seaside has prepared an Initial Study and Negative Declaration for the proposed text amendments to the Seaside Municipal Code. The Initial Study/Negative Declaration has been circulated for a 20-day public review period beginning on Thursday, January 28, 2016 and ending on Tuesday, February 16, 2016. A copy of the Negative Declaration/Initial Study is provided as Attachment 1 to Exhibit "A". During the public review period, the City received one public comment from Ms. Veronica Ripley, American Civils Liberty Union Boardmember. Ms. Ripley's spoke in objection to the proposed amendment stating the proposed amendment language is vague and further punishes the already disenfranchised homeless population of Seaside. The Planning Commission recommended that the City Council proceed with adoption of the Negative Declaration as proposed.

Based on the analysis of the environmental checklist contained within the Initial Study, it has been determined that the proposed text amendments would not result in a direct or indirect physical change in the environment since the amendments would be solely a change in the City's Municipal Code regulations that would not result in any new development or physical change that would directly or indirectly affect the General Plan Land Uses or Zoning District designations or a parcel of land within the community.

FISCAL IMPACT

With the implementation of the Ordinance, the City would incur a minor fiscal impact to accommodate the installation of standard traffic signs that would be placed at each entrance to the City to provide notification that it is unlawful to park recreation vehicles, trailers, and prohibited vehicles on City streets, public right-of-ways, and City owned parking lots. The cost for these signs would be covered under the existing streets maintenance budget.

ATTACHMENTS

1. Resolution adopting Negative Declaration
2. Exhibit A to Resolution adopting Negative Declaration
3. Draft Ordinance
4. Letter-2040 Fremont

Meeting Date: April 21, 2016

Reviewed for Submission to the
City Council by:



Craig Malin, City Manager

RESOLUTION NO. 16-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEASIDE, ADOPTING A NEGATIVE DECLARATION FOR PROPOSED TEXT AMENDMENTS TO SECTION 10.04 AND SECTION 10.32 OF THE SEASIDE MUNICIPAL CODE TO PROHIBIT THE PARKING OF RECREATIONAL VEHICLES, TRAILERS, AND PROHIBITED VEHICLES ON THE STREETS, ALLEYS, PUBLIC RIGHT-OF-WAYS, AND PUBLICLY OWNED LOTS.

WHEREAS, the City of Seaside has circulated a Notice of Intent to adopt a Negative Declaration for the adoption of proposed text amendments to the Chapter 10 of the Seaside Municipal Code as follows:

Proposed Text Amendments

- (Text proposed to be deleted is listed with strikethrough (~~Strikethrough~~) and text proposed to be added is listed in **bold** with an underline (Underline)

1. Amend Chapter 10 to amend Section 10.32.101 to read as follows:

Section 10.32.101 ~~Unhitched trailer, camper, and boat parking~~ **Trailer, Recreation Vehicle and Prohibited Vehicle parking – prohibited on any street**; Exception

No person shall park any ~~“unhitched trailer, camper, and boat,~~ **trailer, recreational vehicle or prohibited vehicle** at any time upon any street, alley, right-of-way or publicly owned lot in the city except as follows: ~~permitted by “construction related activity” or any landscape business in the vicinity between the hours of seven a.m. and five p.m. For the purpose of this section, the term “construction related activity” includes any construction work in accordance with a valid development permit (e.g. use permit, encroachment permit, building permit), For landscape businesses to exempt, a copy of a valid city business license must be attached to the unhitched trailer.~~

1. Permitted by “construction related activity” or any landscape business in the vicinity between the hours of 7 am and 5 pm **daily.** For the purpose of this section, the term “construction related activity” includes any **active loading and unloading of construction material for the purpose of** construction work **or landscape maintenance,** in accordance with valid development permit (e.g. use permit, encroachment permit, building permit). For landscape businesses **or independent contractors** to be exempt, a copy of a valid City Business License must be attached to the ~~unhitched~~ trailer.
2. **Trucks with sideboards extending above the cab will be permitted to park not longer than 24 hours.**
3. **If the registered owner of a recreational vehicle is a resident of a residence on the public street where the trailer, boat or recreational vehicle is parked for the purpose of loading, unloading, cleaning, or other activity preparatory or incident to travel.**

4. One vehicle not exceeding a gross vehicle weight rating (GVWR) of five tons which is owned and operated by a water, gas, electric, or telephone public utility and used for emergency service to prevent injury or hazard to the general public may be parked in a residential district. One light-duty class A tow truck with a manufacturer's gross vehicle weight rating (GVWR) of ten thousand to nineteen thousand five hundred pounds, and used for emergency service to prevent injury or hazard to the general public may be parked in a residential district. Such tow trucks must be registered with a city, county, or state agency to provide emergency towing services.

After three parking violations, the trailer, recreational vehicle, or prohibited vehicle is subject to being towed at the owner's expense.

2. Amend Chapter 10 to add new Section 10.04.056 to read as follows:

10.04.056 ~~Unhitched trailer, camper, and boat~~ **Trailer**

~~"Unhitched trailer, camper, and boat" shall mean any trailer, camper, and boat as defined by the California Vehicle Code that is without motive power and is not mounted to a properly licensed motor vehicle capable of towing said trailer, camper or boat.~~ **"trailer" shall be as defined by California Vehicle Code Section 630, including trailers for vehicles, boats or personal watercrafts.**

3. Amend Chapter 10 to add new Section 10.04.057 to read as follows:

Section 10.04.057 Recreational Vehicles

"Recreational vehicle" shall mean any travel trailer or other vehicular portable structure designed to be used as a temporary occupancy for travel or recreation use, including, but not limited to, any motor home, and truck slide-in camper. Passenger vans which have been converted for use as a recreational vehicle and do not exceed nine feet in height are exempt from this section.

4. Amend Chapter 10 to add new Section 10.04.058

10.04.058 Prohibited Vehicles

"prohibited vehicle" shall mean any commercial vehicle, truck tractor, semi-trailer, independent trailer, walk-in van, box van, walk-in truck, trucks with sideboards exceeding the height of the cab, tow truck, any flatbed pickup, any vehicle designed to provide food or equipment sales or transport, any vehicle affixed with power attachments or tools, any vehicle which exceeds a gross vehicle weight rating (GVWR) of eleven thousand five hundred (11,500) pounds, any school bus or passenger carrying vehicle which exceeds sixteen persons in capacity or twenty-two feet in length, and any vehicle exceeding 9 ½ feet in height.

WHEREAS, the proposed Initial Study/Negative Declaration was circulated for a 20-day public review period beginning on Thursday, January 28, 2016 and ending on Tuesday, February 16, 2016; and

WHEREAS, the Seaside Planning Commission considered oral comments and written information concerning the proposed Negative Declaration at a duly noticed public hearing held on February 24, 2016 and made a recommendation to the City Council to adopt the proposed Negative Declaration; and

WHEREAS, it is the responsibility of the City Council to consider and weigh the merits of the Initial Study/Negative Declaration and text amendments in relation to the policies, standards and intent of the Seaside General Plan and Seaside Municipal Code in making its determination the proposed Text Amendments to the Seaside Municipal Code; and

WHEREAS, at a duly noticed public hearing held on April 21, 2016, the City Council considered both oral comments and written information concerning the proposed Negative Declaration; and

NOW, THEREFORE, BE IT RESOLVED, that the City Council hereby adopts the following findings in support of its action to adopt the proposed Negative Declaration for the proposed text amendments:

1. The proposed text amendments will not have the potential to degrade the quality of the environment, substantially reduce the habitat of a fish or wildlife species, cause a fish or wildlife population to drop below self-sustaining levels, threaten to eliminate a plant or animal community, reduce the number or restrict the range of a rare or endangered plant or animal or eliminate important examples of the major periods of California history or prehistory.
2. The proposed text amendments will not have any impacts that are individually limited, but cumulatively considerable? ("Cumulatively considerable" means that the incremental effects of a project are considerable when viewed in connection with the effects of past projects, the effects of other current projects, and the effects of probable future projects).
3. The proposed text amendments will not have environmental effects, which will cause substantial adverse effects on human beings, either directly or indirectly.

Evidence: The proposed text amendments will consist of amending and adding new text to Chapter 10 of the Seaside Municipal Code in order to restrict the on-street parking of recreational vehicles, trailers, campers, boats and defined prohibited vehicles upon any City street, alley, right-of-way, or publicly owned lot in any district. There is no development associated with the proposed text amendments. The proposed text amendments will not degrade the quality of the environment, reduce the habitat or population of fish and wildlife species, eliminate plant or animal community, or eliminate important examples of California history or prehistory. The proposed text amendments will not have any impacts that are individually limited but cumulatively considerable or cause substantial adverse effects on human beings, either directly or indirectly.

NOW, THEREFORE, BE IT FURTHER RESOLVED, the Initial Study and Negative Declaration prepared to evaluate the potential environmental effects associated with the proposed text amendments is provided as Attachment 1 to this resolution.

PASSED AND ADOPTED at the regular meeting of the City Council of the City of Seaside, State of California, on the 21st of April, 2016 by the following vote:

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:
ABSTAIN: COUNCILMEMBERS:

Ralph Rubio, Mayor

ATTEST:

Lesley Milton-Rerig, City Clerk



CITY OF SEASIDE NEGATIVE DECLARATION

PROJECT TITLE:

Seaside Municipal Code Amendment No SMC 16-01

PROJECT DESCRIPTION:

Text amendments to the Seaside Municipal Code (SMC) amending Chapter 10.32 (Stopping, Standing, Parking) and Chapter 10.04 (Definitions) as listed below:

- A) Amendment to Section 10.32.101 that would serve to retitle this section from referencing “unhitched trailers, campers and boats” to now reference “Trailer, Recreation Vehicle or Prohibited Vehicle Parking.” The text amendments would prohibit the parking of recreational vehicles, trailers, and prohibited vehicles upon any City street, alley, public right-of-way, or publicly owned lot in any Zoning District citywide except as follows:
1. Permitted by construction related activity or any landscape business in the vicinity between the hours of 7 am and 5 pm. For the purpose of this section, the term “construction related activity” includes any active loading and unloading of construction material for the purpose of construction work or landscape maintenance, in accordance with a valid development permit (e.g. use permit, encroachment permit, building permit). For landscape businesses or independent contractors to be exempt, a copy of a valid City Business License must be attached to the trailer.
 2. Trucks with sideboards extending above the cab will be permitted to park not longer than 24 hours.
 3. If the registered owner of a trailer, boat or recreational vehicle is a resident of a residence on the public street where the trailer, boat or recreational vehicle is parked for the purpose of loading, unloading, cleaning, or other activity preparatory or incident to travel, parking shall be limited to 24 hours within a 7 day period.
 4. One vehicle not exceeding a gross vehicle weight rating (GVWR) of five tons which is owned and operated by a water, gas, electric, or telephone public utility and used for emergency service to prevent injury or hazard to the general public may be parked in a residential district. One light-duty class A tow truck with a manufacturer’s gross vehicle weight rating (GVWR) of ten thousand to nineteen thousand five hundred pounds, and used for emergency service to prevent injury or hazard to the general public may be parked in a residential district. Such tow trucks must be registered with a city, county, or state agency to provide emergency towing services.
- B) Amendment to Section 10.04.056 to retitle this Section from “Unhitched trailer, camper, and boat” to “Trailer” and to provide new definition regarding the on-street parking prohibition related to trailers, and.
- C) Amendment to add new Section 10.04.057 to provide definition regarding the on-street parking prohibitions related to the parking of recreational vehicles upon any street, alley, right-of-way, and publicly owned lot in the City, and

- D) Amendment to add new Section 10.04.058 titled “Prohibited Vehicles” to provide definition regarding the meaning and type of vehicles that would be classified as a prohibited vehicle and what on-street parking restrictions apply to a prohibited vehicle on any street or publicly owned lot in the City.

LOCATION: Citywide

ADOPTED:

X	The INITIAL STUDY conducted by the City of Seaside (attached) shows that the proposed project COULD NOT have a significant effect on the environment, and a NEGATIVE DECLARATION is herein affirmed.
	The INITIAL STUDY conducted by the City of Seaside (attached) shows that although the proposed project could have a significant effect on the environment, there will not be a significant effect in this case because revisions in the project have been made by or agreed to by the project proponent. A MITIGATED NEGATIVE DECLARATION will be prepared.
	The INITIAL STUDY conducted by the City of Seaside (attached) shows that the proposed project MAY have a significant effect on the environment, and an ENVIRONMENTAL IMPACT REPORT is required.
	The INITIAL STUDY conducted by the City of Seaside (attached) shows that that the proposed project MAY have a “potentially significant impact” or “potentially significant unless mitigated” impact on the environment, but at least one effect 1) has been adequately analyzed in an earlier document pursuant to applicable legal standards, and 2) has been addressed by mitigation measures based on the earlier analysis as described on attached sheets. An ENVIRONMENTAL IMPACT REPORT is required, but it must analyze only the effects that remain to be addressed.
	The INITIAL STUDY conducted by the City of Seaside (attached) shows that although the proposed project could have a significant effect on the environment, that because all potentially significant effects 1) have been analyzed adequately in an earlier EIR or NEGATIVE DECLARATION pursuant to applicable standards, and 2) have been avoided or mitigated pursuant to that earlier EIR or NEGATIVE DECLARATION, including revisions or mitigation measures that are imposed upon the proposed project, nothing further is required.

Date:

Signature:

A. PROJECT DATA

1.	Project title:	Municipal Code Amendment No. SMC 16.01
2.	Lead agency name and address:	City of Seaside 440 Harcourt Avenue Seaside, CA 93950
3.	Contact person and phone number:	Leslie Llantero, Assistant Engineer (831) 899-6832
4.	Date Prepared	January 5, 2016
5.	Project location:	City of Seaside County of Monterey, California. Regional Location Map is provided as Figure 1. General Plan Land Use Map for the City is provided as Figure 2.
6.	Project sponsor's name and address:	City of Seaside 440 Harcourt Avenue Seaside, CA 93955 (831) 899-6825
7.	General plan designation:	Residential Streets Collector Streets Arterial Streets
8.	Zoning:	Citywide
9.	Description of project:	Text amendments to the Seaside Municipal Code (SMC) amending Chapter 10.32 (Stopping, Standing, Parking) and Chapter 10.04 (Definitions) to provide amendment under Section 10.32.101 that would serve to prohibit the parking of recreational vehicles, trailers, and prohibited vehicles upon any City street, alley, public right-of-way, or publicly owned lot in any District citywide except as follows: 1) permitted by a development permit for construction related activity in the vicinity between the hours of 7 am to 5 pm (e.g. use permit, building permit, encroachment permit); 2) trucks with sideboards no longer than 24 hours; 3) resident owned recreational vehicles for a limited time; and 4) emergency vehicles and to amend and provide definitions under Section 10.04.056 for trailers, Section 10.04.057 for recreational vehicles, and Section 10.04.058 for prohibited vehicles. Proposed text amendments are provided as Exhibit "A".
10.	Surrounding land uses and setting:	Citywide.
11.	Other public agencies whose approval is required	None.

B. PROJECT DESCRIPTION

This document has been prepared to present project information and to evaluate the potential environmental effects of text amendments to the Seaside Municipal Code (SMC) amending Chapter 10.32 (Stopping, Standing, Parking) and Chapter 10.04 (Definitions) that would include an amendment to Section 10.32.101 SMC to prohibit the parking of recreational vehicles, trailers, and prohibited vehicles upon any City street, alley, public right-of-way, or publicly owned lot in any District citywide except as follows: 1) permitted by a development permit for construction related activity in the vicinity between the hours of 7 am to 5 pm daily (e.g. use permit, building permit, encroachment permit), 2) trucks with sideboards parking no longer than 24 hours, 3) residential owners of recreational vehicles, and 4) emergency vehicles; and to amend the definition under Section 10.04.056 SMC for a Trailer, provide definition under Section 10.04.057 for recreational vehicle, and provide definition under Section 10.04.058 for the meaning and type vehicles that would be classified as prohibited vehicles. The proposed text amendments are provided as Exhibit “A” of the Initial Study.

The purpose of placing prohibitions on the parking of recreational vehicles, trailers, and prohibited vehicles within the community is to address the following issues that these devices pose when parked and/or stored within the public right-of-way:

1. The reduction in the amount of on-street parking for standard passenger vehicles in all zones,
2. The removal of visual blight, and
3. The removal of safety hazards that the parking of recreational vehicles, trailers, and prohibited vehicles has established with respect to the lack of visibility on vehicular traffic and pedestrian accessibility.

The adoption of the proposed text amendments would also serve to enhance the visual character and quality of life within the community and to provide a safe, livable environment for both the citizens of Seaside and its visitors alike.

C. LEAD AGENCY

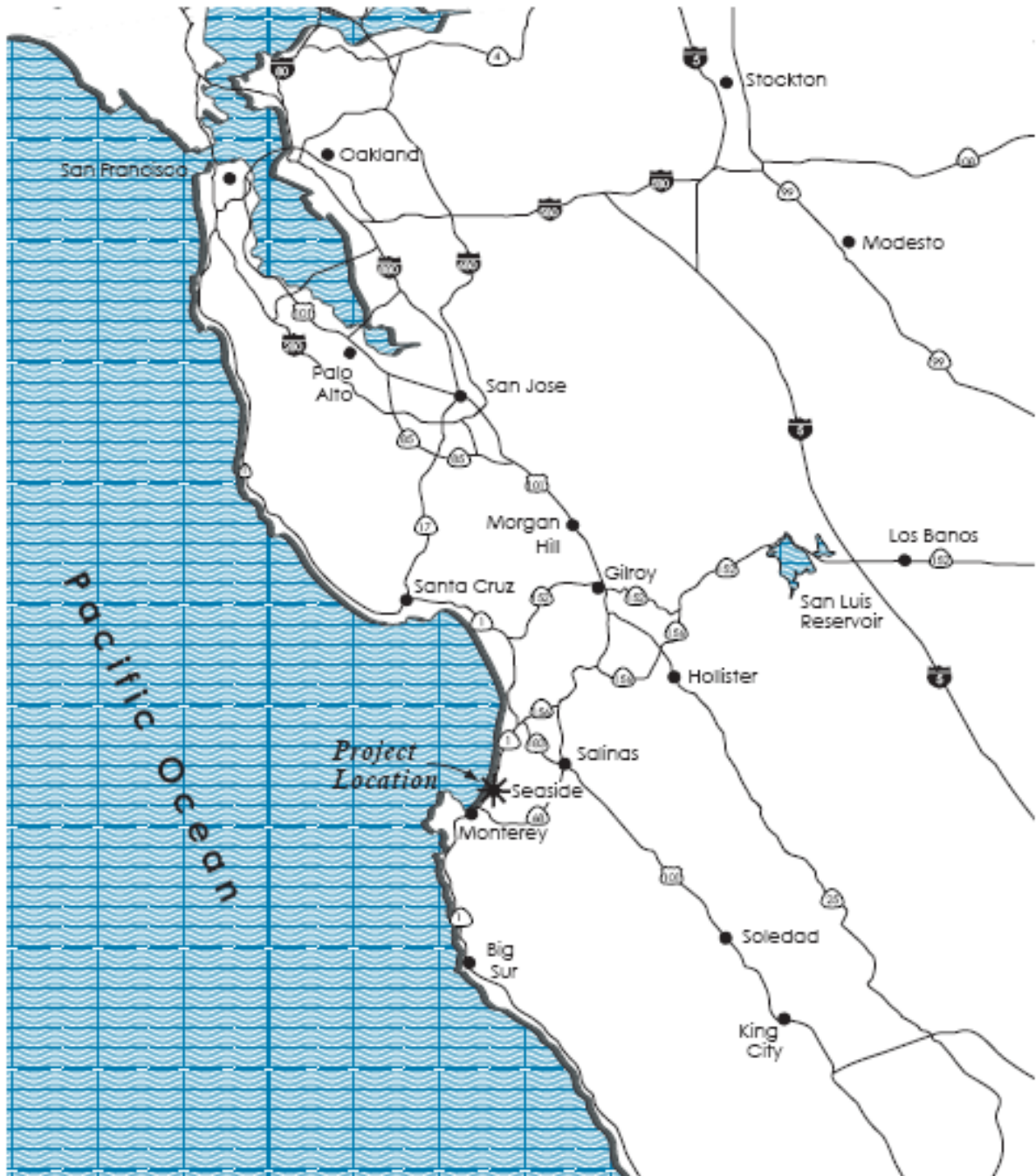
The Lead agency is the public agency with primary authority over a proposed project. The lead agency for the proposed text amendment is the City of Seaside. The contact person for the lead agency is:

Rick Medina, Senior Planner
440 Harcourt Avenue
Seaside, CA 93955
Phone: (831) 899-6736
E-Mail: rmedina@ci.seaside.ca.us

D. PROJECT LOCATION AND ENVIRONMENTAL SETTING

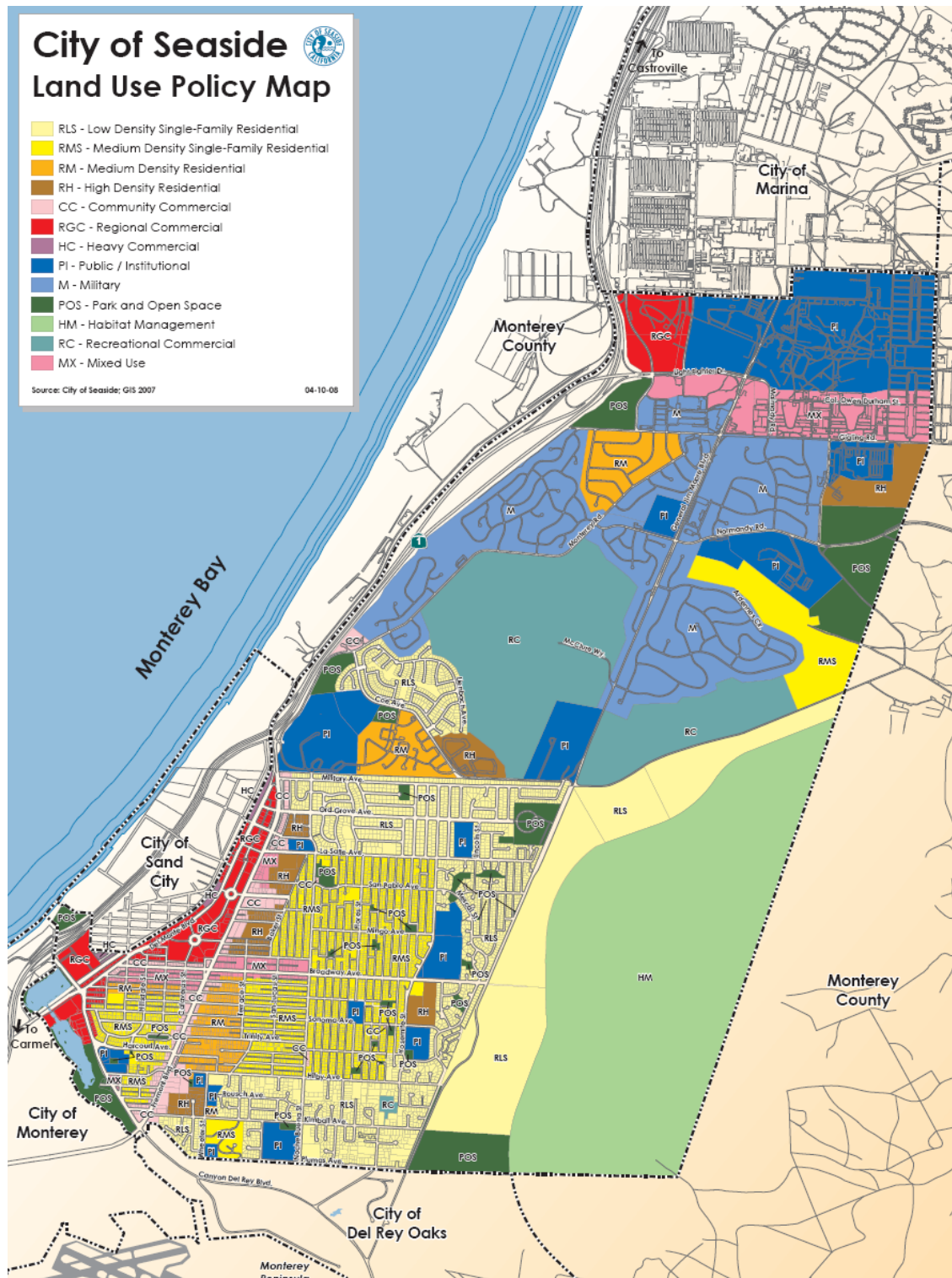
As shown on the Regional Location Map on Figure 1, the City of Seaside is situated on the Monterey Bay in western Monterey County in the northern portion of the Monterey Peninsula. The City’s incorporated City Limit boundaries are surrounded by the cities of Monterey and Del Rey Oaks to the south, Sand City to the west, Marina to the north, and Monterey County to the east. Figure 2 depicts the City limit and General Plan Land Use Map of the community that would be applicable to by the proposed Text amendments. The community contains approximately 8 square miles of land. The incorporated lands are primarily developed with urban land uses (Residential, Commercial, Government/Quasi Public Uses) with no areas designated for agricultural uses. The proposed amendments will consist solely of text amendments and would not have any development proposed which would alter or modify the existing environmental setting of the City’s municipal boundaries or that of a neighboring jurisdiction.

Figure 1 – Regional Location Map



Regional Location Map

Figure 2 – General Plan Land Use Map



E. ENVIRONMENTAL CHECKLIST

The Environmental Checklist is the analysis portion of this Negative Declaration. This section provides an evaluation of the potential environmental impacts of the project. The CEQA Guidelines require evaluation of the 17 environmental issues analyzed in this section, as well as the Mandatory Findings of Significance in Section 3.17. The environmental issues evaluated include the following:

- | | |
|--|--|
| ☐ Aesthetics | ☐ Land Use and Planning |
| ☐ Agricultural Resources | ☐ Mineral Resources |
| ☐ Air Quality | ☐ Noise |
| ☐ Biological Resources | ☐ Population and Housing |
| ☐ Cultural Resources | ☐ Public Services |
| ☐ Geology and Soils | ☐ Recreation |
| ☐ Greenhouse Gas Emissions | ☐ Transportation/Traffic |
| ☐ Hazards and Hazardous Materials | ☐ Utilities and Service Systems |
| ☐ Hydrology and Water Quality | |

DETERMINATION: (To be completed by the Lead Agency)

On the basis of this initial evaluation:

- ☒ I find that the proposed project COULD NOT have a significant effect on the environment, and a NEGATIVE DECLARATION will be prepared.
- ☐ I find that although the proposed project could have a significant effect on the environment, there will not be a significant effect in this case because revisions in the project have been made by or agreed to by the project proponent. A MITIGATED NEGATIVE DECLARATION will be prepared.
- ☐ I find that the proposed project MAY have a significant effect on the environment, and an ENVIRONMENTAL IMPACT REPORT is required.
- ☐ I find that the proposed project MAY have a "potentially significant impact" or "potentially significant unless mitigated" impact on the environment, but at least one effect 1) has been adequately analyzed in an earlier document pursuant to applicable legal standards, and 2) has been addressed by mitigation measures based on the earlier analysis as described on attached sheets. An ENVIRONMENTAL IMPACT REPORT is required, but it must analyze only the effects that remain to be addressed.
- ☐ I find that although the proposed project could have a significant effect on the environment, because all potentially significant effects (a) have been analyzed adequately in an earlier EIR or NEGATIVE DECLARATION pursuant to applicable standards, and (b) have been avoided or mitigated pursuant to that earlier EIR or NEGATIVE DECLARATION, including revisions or mitigation measures that are imposed upon the proposed project, nothing further is required.

Signature

Date

F. EVALUATION OF ENVIRONMENTAL IMPACTS:

- 1) A brief explanation is required for all answers except "No Impact" answers that are adequately supported by the information sources a lead agency cites in the parentheses following each question. A "No Impact" answer is adequately supported if the referenced information sources show that the impact simply does not apply to projects like the one involved (e.g., the project falls outside a fault rupture zone). A "No Impact" answer should be explained where it is based on project-specific factors as well as general standards (e.g., the project will not expose sensitive receptors to pollutants, based on a project-specific screening analysis).
- 2) All answers must take account of the whole action involved, including off-site as well as on-site, cumulative as well as project-level, indirect as well as direct, and construction as well as operational impacts.
- 3) Once the lead agency has determined that a particular physical impact may occur, then the checklist answers must indicate whether the impact is potentially significant, less than significant with mitigation, or less than significant. "Potentially Significant Impact" is appropriate if there is substantial evidence that an effect may be significant. If there are one or more "Potentially Significant Impact" entries when the determination is made, an EIR is required.
- 4) "Negative Declaration: Less Than Significant With Mitigation Incorporated" applies where the incorporation of mitigation measures has reduced an effect from "Potentially Significant Impact" to a "Less Than Significant Impact." The lead agency must describe the mitigation measures, and briefly explain how they reduce the effect to a less than significant level (mitigation measures "Earlier Analyses," as described in (5) below, may be cross-referenced).
- 5) Earlier analyses may be used where, pursuant to the tiering, program EIR, or other CEQA process, an effect has been adequately analyzed in an earlier EIR or negative declaration. Section 15063(c)(3)(D). In this case, a brief discussion should identify the following:
 - a) Earlier Analysis Used. Identify and state where they are available for review.
 - b) Impacts Adequately Addressed. Identify which effects from the above checklist were within the scope of and adequately analyzed in an earlier document pursuant to applicable legal standards, and state whether such effects were addressed by mitigation measures based on the earlier analysis.
 - c) Mitigation Measures. For effects that are "Less than Significant with Mitigation Measures Incorporated," describe the mitigation measures which were incorporated or refined from the earlier document and the extent to which they address site-specific conditions for the project.
- 6) Lead agencies are encouraged to incorporate into the checklist references to information sources for potential impacts (e.g., general plans, zoning ordinances). Reference to a previously prepared or outside document should, where appropriate, include a reference to the page or pages where the statement is substantiated.
- 7) Supporting Information Sources: A source list should be attached, and other sources used or individuals contacted should be cited in the discussion.
- 8) This is only a suggested form, and lead agencies are free to use different formats; however, lead agencies should normally address the questions from this checklist that are relevant to a project's environmental effects in whatever format is selected.
- 9) The explanation of each issue should identify:
 - a) the significance criteria or threshold, if any, used to evaluate each question; and
 - b) the mitigation measure identified, if any, to reduce the impact to less than significance

G. ENVIRONMENTAL CHECKLIST

1. AESTHETICS

Would the project:	Potentially Significant Impact	Less Than Significant With Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Have a substantial adverse effect on a scenic vista? (1,2)	☐	☐	☐	☒
b) Substantially damage scenic resources, including, but not limited to, trees, rock outcroppings, and historic buildings within a state scenic highway? (1,2)	☐	☐	☐	☒
c) Substantially degrade the existing visual character or quality of the site and its surroundings? (1,2)	☐	☐	☐	☒
d) Create a new source of substantial light or glare, which would adversely affect day or nighttime views in the area? (1,2)	☐	☐	☐	☒

Visual resource impacts are considered significant if a project has a “substantial demonstrable negative aesthetic effect.” Based on professional standards and practices, a project would normally be considered to have a significant impact if it would:

- Adversely affect a scenic vista;
- Damage scenic resources; or
- Degrade existing visual character; or
- Create a new source of light or glare.

Discussion – All Items 1(a-d)

The proposed text amendments will consist of retitling Section 10.32.101 of Chapter 10 of the Seaside Municipal Code (SMC) by deleting existing text and adding new text related to prohibiting the parking of recreational vehicles, trailers, and prohibited vehicles upon any City street, alley, public right-of-way, or publicly owned lot in any District citywide except as follows: 1) permitted by a development permit for construction related activity in the vicinity between the hours of 7 am to 5 pm (e.g. use permit, building permit, encroachment permit), 2) trucks with sideboards parking no longer than 24 hours, 3) residential owners of recreational vehicles which parking is limited to 24 hours, and 4) emergency vehicles. The proposed text amendments will also include updating the definitions under Section 10.04 of Chapter 10 of the SMC with the inclusion of definitions for trailers, recreational vehicles, and prohibited vehicles.

There is no development associated with the proposed text amendments. Therefore, the implementation of the proposed text amendments will not directly or indirectly have a substantial adverse effect on a scenic vista or damage scenic resource, degrade the existing visual character or quality of the community and its surroundings, or create new substantial light and glare. The proposed amendments would have the potential to result in a direct benefit to the visual character and safety of the Community by enabling the Seaside Police Department and the Vehicle Abatement Officers to issue parking citations and subsequently remove the type of vehicles identified as being restricted in the proposed text amendments from City streets, alleys, public-right-ways, and public lots. The presence of recreational vehicles, trailers and prohibited vehicles on City streets, alleys, right-of-ways, and publicly owned lots has been determined to be considered as visual blight and a public safety issue by the community. Therefore, the implementation of the proposed text amendments would provide a direct visual benefit to the overall livability and character of the community and the elimination of hazards related to the placement of the identified recreational vehicles, trailers and prohibited vehicles upon a City street, alley, right-of-way, or publicly owned lot.

(Seaside General Plan 2004, Land Use Element and Urban Design Element, Final Environmental Impact Report, Chapter 5.1 Aesthetics and Chapter 5.8 Land Use)

2. AGRICULTURAL AND FOREST RESOURCES

In determining whether impacts to agricultural resources are significant environmental effects, lead agencies may refer to the California Agricultural Land Evaluation and Site Assessment Model (1997) prepared by the California Dept. of Conservation as an optional model to use in assessing impacts on agriculture and farmland. In determining whether impacts to forest resources, including timberland, are significant environmental effects, lead agencies may refer to information compiled by the California Department of Forestry and Fire Protection regarding the state's inventory of forest land, including the Forest and Range Assessment Project and the Forest Legacy Assessment Projects; and forest carbon measurement methodology provided in Forest Protocols adopted by the California Air Resources Board.

Would the project:	Potentially Significant Impact	Less Than Significant With Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Convert Prime Farmland, Unique Farmland, or Farmland of Statewide Importance (Farmland), as shown on the maps prepared pursuant to the Farmland Mapping and Monitoring Program of the California Resources Agency, to non-agricultural use? (1,2)	☐	☐	☐	☒
b) Conflict with existing zoning for agricultural use, or a Williamson Act contract?(1)	☐	☐	☐	☒
c) Conflict with existing zoning for, or cause rezoning of, forest land (as defined in public resources Code section 12220(g)), timberland (as defined by Public Resources Code section 4526), or timberland zoned Timberland Production (as defined by Government Code section 51104(g))? (3)	☐	☐	☐	☒
d) Result in the loss of forest land or conversion of forest land to non-forest use? (1)	☐	☐	☐	☒
e) Involve other changes in the existing environment, which, due to their location or nature, could result in conversion of Farmland, to non-agricultural use or conversion of forest land to non-forest use? (1)	☐	☐	☐	☒

Discussion – All Items 2(a-e)

The proposed text amendments will consist of retitling Section 10.32.101 of Chapter 10 of the Seaside Municipal Code (SMC) by deleting existing text and adding new text related to prohibiting the parking of recreational vehicles, trailers, and prohibited vehicles upon any City street, alley, public right-of-way, or publicly owned lot in any District citywide except as follows: 1) permitted by a development permit for construction related activity in the vicinity between the hours of 7 am to 5 pm (e.g. use permit, building permit, encroachment permit), 2) trucks with sideboards parking no longer than 24 hours, 3) residential owners of recreational vehicles which parking is limited to 24 hours, and 4) emergency vehicles. The proposed text amendments will also include updating the definitions under Section 10.04 of Chapter 10 of the SMC with the inclusion of definitions for trailers, recreational vehicles, and prohibited vehicles.

There is no development associated with the proposed text amendment. Therefore, the implementation of the proposed text amendments will not directly or indirectly convert prime farmland, unique farmland, or farmland of statewide importance to non-agricultural use. Additionally, there are no lands within the City of Seaside zoned for agricultural uses. (Seaside General Plan 2004, Land Use Element, Final Environmental Impact Report, Chapter 5.8, Land Use; Seaside Municipal Code, Title 17)).

3. AIR QUALITY

Where available, the significance criteria established by the applicable air quality management or air pollution control district may be relied upon to make the following determinations.

Would the project:	Potentially Significant Impact	Less Than Significant With Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Conflict with or obstruct implementation of the applicable air quality plan? (1,2)	☐	☐	☐	☒
b) Violate any air quality standard or contribute substantially to an existing or projected air quality violation? (1,2)	☐	☐	☐	☒
c) Result in a cumulatively considerable net increase of any criteria pollutant for which the project region is non-attainment under an applicable federal or state ambient air quality standard (including releasing emissions, which exceed quantitative thresholds for ozone precursors)? (1,2)	☐	☐	☐	☒
d) Expose sensitive receptors to substantial pollutant concentrations? (Source: MBUAPCD 2008a, 2008b; Ambient 2010) (1,2)	☐	☐	☐	☒
e) Create objectionable odors affecting a substantial number of people? (1,2)	☐	☐	☐	☒

The State CEQA Guidelines state that a project will result in a significant impact if it would:

- Conflict with or obstruct implementation of an air quality plan;
- Violate air quality standards;
- Contribute a cumulatively considerable net increase of a criteria pollutant in a non-attainment area;
- Expose sensitive receptors to substantial pollutant concentrations;
- or Create odors affecting a substantial number of people.

Discussion – All items 3(a-e)

The proposed text amendments will consist of retitling Section 10.32.101 of Chapter 10 of the Seaside Municipal Code (SMC) by deleting existing text and adding new text related to prohibiting the parking of recreational vehicles, trailers, and prohibited vehicles upon any City street, alley, public right-of-way, or publicly owned lot in any District citywide except as follows: 1) permitted by a development permit for construction related activity in the vicinity between the hours of 7 am to 5 pm (e.g. use permit, building permit, encroachment permit), 2) trucks with sideboards parking no longer than 24 hours, 3) residential owners of recreational vehicles which parking is limited to 24 hours, and 4) emergency vehicles. The proposed text amendments will also include updating the definitions

under Section 10.04 of Chapter 10 of the SMC with the inclusion of definitions for trailers, recreational vehicles, and prohibited vehicles.

There is no development associated with the proposed text amendment. Therefore, the implementation of the proposed text amendments will not have any direct or indirect impact to air quality nor have any conflict or obstruct the implementation of an applicable air quality plan, violate any air quality standard, result in considerable net increase of any criteria pollutant concentrations, or create objectionable odors affecting substantial number of people. (Seaside General Plan 2004, Conservation Element, Final Environmental Impact Report, Chapter 5.2 Air Quality)

4. BIOLOGICAL RESOURCES

Would the project:	Potentially Significant Impact	Less Than Significant With Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Have a substantial adverse effect, either directly or through habitat modifications, on any species identified as a candidate, sensitive, or special status species in local or regional plans, policies, or regulations, or by the California Department of Fish and Game or U.S. Fish and Wildlife Service? (1,2)	☐	☐	☐	☒
b) Have a substantial adverse effect on any riparian habitat or other sensitive natural community identified in local or regional plans, policies, or regulations or by the California Department of Fish and Game or US Fish and Wildlife Service? (1,2)	☐	☐	☐	☒
c) Have a substantial adverse effect on federally protected wetlands as defined by Section 404 of the Clean Water Act (including, but not limited to, marsh, vernal pool, coastal, etc.) through direct removal, filling, hydrological interruption, or other means? (1,2)	☐	☐	☐	☒
d) Interfere substantially with the movement of any native resident or migratory fish or wildlife species or with established native resident or migratory wildlife corridors, or impede the use of native wildlife nursery sites? (1,2)	☐	☐	☐	☒
e) Conflict with any local policies or ordinances protecting biological resources, such as a tree preservation policy or ordinance? (1,2)	☐	☐	☐	☒
f) Conflict with the provisions of an adopted Habitat Conservation Plan, Natural Community Conservation Plan, or other approved local, regional, or state habitat conservation plan? (1,2)	☐	☐	☐	☒

The criteria used to evaluate the proposed project's impacts on wildlife resources were based on federal, state, and local requirements, regulations, and policies (including the federal Endangered Species Act, California Endangered Species Act, CEQA, and the California Fish and Game Code) along with records of resource scarcity and sensitivity. An impact is considered significant if it would:

- Adversely affect endangered, threatened, or rare species;
- Adversely affect the habitat of such species;
- Adversely affect wetlands under the jurisdiction of Section 404 of the Clean Water Act;

- Interfere with the movement of native resident or migratory species;
- Conflict with policies or ordinances protecting biological resources; or biological habitat management plan.

Discussion – All items 4 (a-f)

The proposed text amendments will consist of retitling Section 10.32.101 of Chapter 10 of the Seaside Municipal Code (SMC) by deleting existing text and adding new text related to prohibiting the parking of recreational vehicles, trailers, and prohibited vehicles upon any City street, alley, public right-of-way, or publicly owned lot in any District citywide except as follows: 1) permitted by a development permit for construction related activity in the vicinity between the hours of 7 am to 5 pm (e.g. use permit, building permit, encroachment permit), 2) trucks with sideboards parking no longer than 24 hours, 3) residential owners of recreational vehicles which parking is limited to 24 hours, and 4) emergency vehicles. The proposed text amendments will also include updating the definitions under Section 10.04 of Chapter 10 of the SMC with the inclusion of definitions for trailers, recreational vehicles, and prohibited vehicles.

Therefore, the implementation of the proposed text amendments will not have direct or indirect substantial adverse effect on any species identified as a candidate, sensitive or special status species identified by the California Department of Fish and Wildlife Service. The text amendments will not have substantial adverse effect on riparian habitats, native resident, migratory fish, wildlife species or federally protected wetlands. The text amendments will not conflict with any local policies or ordinance protecting biological resource or provisions of an adopted Habitat Conservation Plan. (Seaside General Plan 2004, Conservation/Open Space Element, Final Environmental Impact Report, Chapter 5.3 Biological Resources)

5. CULTURAL RESOURCES

Would the project:	Potentially Significant Impact	Less Than Significant With Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Cause a substantial adverse change in the significance of a historical resource as defined in 15064.5? (1,2)	☐	☐	☐	■
b) Cause a substantial adverse change in the significance of an archaeological resource pursuant to 15064.5? (1,2)	☐	☐	☐	■
c) Directly or indirectly destroy a unique paleontological resource or site or unique geologic feature? (1,2)	☐	☐	☐	■
d) Disturb any human remains, including those interred outside of formal cemeteries? (1,2)	☐	☐	☐	■

A project is considered to result in a significant impact on cultural resources if it would:

- Adversely affect the significance of a historic resource;
- Adversely affect the significance of an archaeological resource;
- Destroy an unique paleontological resource or geological feature;
- Disturb any human remains.

Discussion – All items 5 (a-d)

The proposed text amendments will consist of retitling Section 10.32.101 of Chapter 10 of the Seaside Municipal Code (SMC) by deleting existing text and adding new text related to prohibiting the parking of recreational vehicles, trailers, and prohibited vehicles upon any City street, alley, public right-of-way, or publicly owned lot in any District citywide except as follows: 1) permitted by a development permit for construction related activity in the vicinity between the hours of 7 am to 5 pm (e.g. use permit, building permit, encroachment permit), 2) trucks with

sideboards parking no longer than 24 hours, 3) residential owners of recreational vehicles which parking is limited to 24 hours, and 4) emergency vehicles. The proposed text amendments will also include updating the definitions under Section 10.04 of Chapter 10 of the SMC with the inclusion of definitions for trailers, recreational vehicles, and prohibited vehicles.

There is no development associated with the proposed text amendment. Therefore, the proposed text amendment will not cause substantial direct or indirect adverse change in the significance of a historical resource or archaeological resource. The text amendment will not directly or indirectly destroy unique paleontological resource or disturb any human remains. (Seaside General Plan 2004, Land Use Element)

6. GEOLOGY AND SOILS.

Would the project:	Potentially Significant Impact	Less Than Significant With Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Expose people or structures to potential substantial adverse effects, including the risk of loss, injury, or death involving: (1,2)				
i) Rupture of a known earthquake fault, as delineated on the most recent Alquist-Priolo Earthquake Fault Zoning Map issued by the State Geologist for the area or based on other substantial evidence of a known fault? (Source:) Refer to Division of Mines and Geology Special Publication 42. (1,2)	☐	☐	☐	☒
ii) Strong seismic ground shaking? (1,2)	☐	☐	☐	☒
iii) Seismic-related ground failure, including liquefaction? (1,2)	☐	☐	☐	☒
iv) Landslides? (1,2)	☐	☐	☐	☒
b) Result in substantial soil erosion or the loss of topsoil? (1,2)	☐	☐	☐	☒
c) Be located on a geologic unit or soil that is unstable, or that would become unstable as a result of the project, and potentially result in on- or off-site landslide, lateral spreading, subsidence, liquefaction or collapse? (1,2)	☐	☐	☐	☒
d) Be located on expansive soil, as defined in Table 18-1-B of the Uniform Building Code (1994), creating substantial risks to life or property? (1,2)	☐	☐	☐	☒
e) Have soils incapable of adequately supporting the use of septic tanks or alternative wastewater disposal systems where sewers are not available for the disposal of wastewater? (1,2)	☐	☐	☐	☒

The proposed project would have a significant impact to the environment if it would:

- Expose people or structures to risk of loss, injury, or death from (1) earthquake, (2) strong seismic ground shaking, (3) seismic-related ground failure including liquefaction or (4) landslides;
- Result in substantial soil erosion or loss of topsoil;
- Be located on unstable soil; or
- Have soils incapable of supporting septic system use.

Discussion – All items 6(a-e)

The proposed text amendments will consist of retitling Section 10.32.101 of Chapter 10 of the Seaside Municipal Code (SMC) by deleting existing text and adding new text related to prohibiting the parking of recreational vehicles, trailers, and prohibited vehicles upon any City street, alley, public right-of-way, or publicly owned lot in any District citywide except as follows: 1) permitted by a development permit for construction related activity in the vicinity between the hours of 7 am to 5 pm (e.g. use permit, building permit, encroachment permit), 2) trucks with sideboards parking no longer than 24 hours, 3) residential owners of recreational vehicles which parking is limited to 24 hours, and 4) emergency vehicles. The proposed text amendments will also include updating the definitions under Section 10.04 of Chapter 10 of the SMC with the inclusion of definitions for trailers, recreational vehicles, and prohibited vehicles.

There is no development associated with the proposed text amendment. Therefore, the proposed text amendment will not expose people to or structures to potential substantial adverse effects, including the risk of injury or death. The amendment will not result in substantial soil erosion, loss of top soil, landslide, and liquefaction or destroy unique paleontological resource. Seaside General Plan 2004, Safety Element, Final Environmental Impact Report, Chapter 5.5 Geology and Soils)

7. GREENHOUSE GAS EMISSIONS

Would the project:	Potentially Significant Impact	Less Than Significant With Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Generate greenhouse gas emissions, either directly or indirectly, that may have a significant impact on the environment? (1,2)	☐	☐	☐	☒
b) Conflict with an applicable plan, policy or regulation adopted for the purpose of reducing the emissions of greenhouse gases? (1,2)	☐	☐	☐	☒

The proposed project would have a significant impact to the environment if it would:

Discussion – All items 7(a-b)

The proposed text amendments will consist of retitling Section 10.32.101 of Chapter 10 of the Seaside Municipal Code (SMC) by deleting existing text and adding new text related to restricting the on-street parking of unhitched trailers, campers, and boats upon any City streets, alley, right-of-way, or publicly owned lot in any District except as permitted by a development permit for construction related activity in the vicinity between the hours of 7 am to 5 pm (e.g. use permit, building permit, encroachment permit)to prohibiting the parking of recreational vehicles, trailers, and prohibited vehicles upon any City street, alley, public right-of-way, or publicly owned lot in any District citywide except as follows: 1) permitted by a development permit for construction related activity in the vicinity between the hours of 7 am to 5 pm (e.g. use permit, building permit, encroachment permit), 2) trucks with sideboards parking no longer than 24 hours, 3) residential owners of recreational vehicles which parking is limited to 24 hours, and 4) emergency vehicles. The proposed text amendments will also include updating the definitions under Section 10.04 of Chapter 10 of the SMC with the inclusion of definitions for trailers, recreational vehicles, and prohibited vehicles.

There is no development associated with the proposed text amendment. Therefore, the proposed text amendment will not generate any greenhouse gases and will not conflict with an applicable plan policy or regulation adopted to reduce greenhouse gases. (Seaside General Plan 2004, Conservation Element, Final Environmental Impact Report, Chapter 5.2 Air Quality)

8. HAZARDS AND HAZARDOUS MATERIALS

Would the project:	Potentially Significant Impact	Less Than Significant With Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Create a significant hazard to the public or the environment through the routine transport, use, or disposal of hazardous materials? (1,2)	☐	☐	☐	☒
b) Create a significant hazard to the public or the environment through reasonably foreseeable upset and accident conditions involving the release of hazardous materials into the environment? (1,2)	☐	☐	☐	☒
c) Emit hazardous emissions or handle hazardous or acutely hazardous materials, substances, or waste within one quarter mile of an existing or proposed school? (1,2)	☐	☐	☐	☒
d) Be located on a site which is included on a list of hazardous materials sites compiled pursuant to Government Code Section 65962.5 and, as a result, would it create a significant hazard to the public or the environment? (1,2)	☐	☐	☐	☒
e) For a project located within an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project result in a safety hazard for people residing or working in the project area? (1,2)	☐	☐	☐	☒
f) For a project within the vicinity of a private airstrip, would the project result in a safety hazard for people residing or working in the project area? (1,2)	☐	☐	☐	☒
g) Impair implementation of or physically interfere with an adopted emergency response plan or emergency evacuation plan? (1,2)	☐	☐	☐	☒
h) Expose people or structures to a significant risk of loss, injury or death involving wildland fires, including where wildlands are adjacent to urbanized areas or where residences are intermixed with wildlands? (1,2)	☐	☐	☐	☒

A project is considered to result in a significant impact if it would:

- Create a public health hazard through the transport, use or disposal of hazardous materials;
- Create a public hazard through upset or accident involving release of hazardous materials;
- Emit hazardous emissions or involve handling hazardous materials within on-quarter mile of an existing or proposed school;
- Be located on a site that is listed as hazardous by CAL-EPA;
- Result in safety hazards near a public or public-use airport or private airstrip;
- Impair implementation of an adopted emergency response or evacuation plan;
- Expose people or structures to risk, loss, injury, or death involving wildland fires.

Discussion – All items 8(a-h)

The proposed text amendments will consist of retitling Section 10.32.101 of Chapter 10 of the Seaside Municipal Code (SMC) by deleting existing text and adding new text related to restricting the on-street parking of unhitched trailers, campers, and boats upon any City streets, alley, right-of-way, or publicly owned lot in any District except as permitted by a development permit for construction related activity in the vicinity between the hours of 7 am to 5 pm (e.g. use permit, building permit, encroachment permit) to prohibiting the parking of recreational vehicles, trailers, and prohibited vehicles upon any City street, alley, public right-of-way, or publicly owned lot in any District citywide except as follows: 1) permitted by a development permit for construction related activity in the vicinity between the hours of 7 am to 5 pm (e.g. use permit, building permit, encroachment permit), 2) trucks with sideboards parking no longer than 24 hours, 3) residential owners of recreational vehicles which parking is limited to 24 hours, and 4) emergency vehicles. The proposed text amendments will also include updating the definitions under Section 10.04 of Chapter 10 of the SMC with the inclusion of definitions for trailers, recreational vehicles, and prohibited vehicles.

There is no development associated with the proposed text amendment. Therefore, the proposed text amendment to the Municipal Code will not create any direct or indirect hazard to the public or environment from hazardous materials, emit hazardous emissions, interfere with an adopted emergency response plan or expose people or structures to wildland fires. The amendment will not result in a safety hazard for people residing or working in a public airport or private airstrip. (Seaside General Plan 2004, Safety Element, Final Environmental Impact Report, Chapter 5.6 Hazards)

9. HYDROLOGY AND WATER QUALITY

Would the project:	Potentially Significant Impact	Less Than Significant With Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Violate any water quality standards or waste discharge requirements? (1,2)	☐	☐	☐	☒
b) Substantially deplete groundwater supplies or interfere substantially with groundwater recharge such that there would be a net deficit in aquifer volume or a lowering of the local groundwater table level (e.g., the production rate of pre-existing nearby wells would drop to a level which would not support existing land uses or planned uses for which permits have been granted)? (1,2)	☐	☐	☐	☒
c) Substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river, in a manner, which would result in substantial erosion or siltation on- or off-site? (1,2)	☐	☐	☐	☒
d) Substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river, or substantially increase the rate or amount of surface runoff in a manner, which would result in flooding on- or off-site? (1,2)	☐	☐	☐	☒
e) Create or contribute runoff water which would exceed the capacity of existing or planned stormwater drainage systems or provide substantial additional sources of polluted runoff? (1,2)	☐	☐	☐	☒
f) Otherwise substantially degrade water quality? (1,2)	☐	☐	☐	☒

Would the project:	Potentially Significant Impact	Less Than Significant With Mitigation Incorporated	Less Than Significant Impact	No Impact
g) Place housing within a 100-year flood hazard area as mapped on a federal Flood Hazard Boundary or Flood Insurance Rate Map or other flood hazard delineation map? (1,2)	☐	☐	☐	☒
h) Place within a 100-year flood hazard area structures, which would impede or redirect flood flows? (1,2)	☐	☐	☐	☒
i) Expose people or structures to a significant risk of loss, injury or death involving flooding, including flooding as a result of the failure of a levee or dam? (1,2)	☐	☐	☐	☒
j) Inundation from seiche, tsunami, or mudflow? (1,2)	☐	☐	☐	☒

The project would significantly impact the environment if it would:

- Violate any water quality standards or water discharge requirements;
- Substantially deplete groundwater supplies or interfere groundwater recharge;
- Substantially alter the existing drainage patterns resulting in a substantial increase in erosion or surface runoff and causing flooding;
- Create or contribute to runoff that exceeds drainage system capacity;
- Otherwise substantially degrade water quality;
- Place housing within a 100-year flood hazard area;
- Impeded or redirect food flows within a 100-year flood hazard area;
- Expose people or structures to a significant risk of loss, injury or death from flooding;
- Result in inundation by seiche, tsunami, or mudflow;

Discussion – All Items 9(a-j)

The proposed text amendments will consist of retitling Section 10.32.101 of Chapter 10 of the Seaside Municipal Code (SMC) by deleting existing text and adding new text related to restricting the on-street parking of unhitched trailers, campers, and boats upon any City streets, alley, right-of-way, or publicly owned lot in any District except as permitted by a development permit for construction related activity in the vicinity between the hours of 7 am to 5 pm (e.g. use permit, building permit, encroachment permit)to prohibiting the parking of recreational vehicles, trailers, and prohibited vehicles upon any City street, alley, public right-of-way, or publicly owned lot in any District citywide except as follows: 1) permitted by a development permit for construction related activity in the vicinity between the hours of 7 am to 5 pm (e.g. use permit, building permit, encroachment permit), 2) trucks with sideboards parking no longer than 24 hours, 3) residential owners of recreational vehicles which parking is limited to 24 hours, and 4) emergency vehicles. The proposed text amendments will also include updating the definitions under Section 10.04 of Chapter 10 of the SMC with the inclusion of definitions for trailers, recreational vehicles, and prohibited vehicles.

There is no development associated with the proposed text amendment. Therefore, the text amendment will not violate any water quality standards, substantially deplete groundwater supplies, alter any existing drainage pattern, create or contribute runoff water, or degrade water quality, place housing within a 100-year flood zone or expose people or structures to significant risk or injury or death involving flood. Seaside General Plan 2004, and Use Element, Final Environmental Impact Report, Chapter 5.5 Geology Soils.

10. LAND USE AND PLANNING

Would the project:	Potentially Significant Impact	Less Than Significant With Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Physically divide an established community? (1,2,3)	☐	☐	☐	■
b) Conflict with any applicable land use plan, policy, or regulation of an agency with jurisdiction over the project (including, but not limited to the general plan, specific plan, local coastal program, or zoning ordinance) adopted for the purpose of avoiding or mitigating an environmental effect? (1,2,3)	☐	☐	☐	■
c) Conflict with any applicable habitat conservation plan or natural community conservation plan? (1,2)	☐	☐	☐	■

Land use impacts are considered significant if the project would:

- Physically divided an established community or be incompatible with existing land uses;
- Conflict with land use plans, policies, or regulations;
- Conflict with Habitat Conservation Plans or other types of approved biological habitat management plans.
-

Discussion – All items 10 (a-c)

The proposed text amendments will consist of retitling Section 10.32.101 of Chapter 10 of the Seaside Municipal Code (SMC) by deleting existing text and adding new text related to restricting the on-street parking of unhitched trailers, campers, and boats upon any City streets, alley, right-of-way, or publicly owned lot in any District except as permitted by a development permit for construction related activity in the vicinity between the hours of 7 am to 5 pm (e.g. use permit, building permit, encroachment permit) to prohibiting the parking of recreational vehicles, trailers, and prohibited vehicles upon any City street, alley, public right-of-way, or publicly owned lot in any District citywide except as follows: 1) permitted by a development permit for construction related activity in the vicinity between the hours of 7 am to 5 pm (e.g. use permit, building permit, encroachment permit), 2) trucks with sideboards parking no longer than 24 hours, 3) residential owners of recreational vehicles which parking is limited to 24 hours, and 4) emergency vehicles. The proposed text amendments will also include updating the definitions under Section 10.04 of Chapter 10 of the SMC with the inclusion of definitions for trailers, recreational vehicles, and prohibited vehicles.

There is no development associated with the proposed text amendments. The proposed text amendments will result in providing additional parking for residents, consumers, and visitors to the City and would not result in the alteration of the existing roadways and associated roadway classifications identified within the current 2004 General Plan for the City of Seaside. If approved, the text amendments will be consistent with the City's General Plan and Municipal Code. Therefore, the text amendments will not directly or indirectly divide an established community or conflict with any applicable habitat conservation plan. (Seaside General Plan 2004, Land Use Element, Final Environmental Impact Report, Chapter 5.8 Land Use)

11. MINERAL RESOURCES

Would the project:	Potentially Significant Impact	Less Than Significant With Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Result in the loss of availability of a known mineral resource that would be of value to the region and the residents of the state? (1,2)	☐	☐	☐	■

*City of Seaside
January 2016*

*Text Amendment for Recreational Vehicles, trailers, & prohibited vehicles
Initial Study/Proposed Negative Declaration*

Would the project:	Potentially Significant Impact	Less Than Significant With Mitigation Incorporated	Less Than Significant Impact	No Impact
b) Result in the loss of availability of a locally important mineral resource recovery site delineated on a local general plan, specific plan or other land use plan? (1,2)	☐	☐	☐	☒

A project will normally have a significant effect on the environment if it will:

- Result in the loss of a known mineral resource;
- Result in the loss of availability of a locally important mineral resource identified in an approved land use plan.

Discussion – All items 11(a-b)

The proposed text amendments will consist of retitling Section 10.32.101 of Chapter 10 of the Seaside Municipal Code (SMC) by deleting existing text and adding new text related to restricting the on-street parking of unhitched trailers, campers, and boats upon any City streets, alley, right-of-way, or publicly owned lot in any District except as permitted by a development permit for construction related activity in the vicinity between the hours of 7 am to 5 pm (e.g. use permit, building permit, encroachment permit) to prohibiting the parking of recreational vehicles, trailers, and prohibited vehicles upon any City street, alley, public right-of-way, or publicly owned lot in any District citywide except as follows: 1) permitted by a development permit for construction related activity in the vicinity between the hours of 7 am to 5 pm (e.g. use permit, building permit, encroachment permit), 2) trucks with sideboards parking no longer than 24 hours, 3) residential owners of recreational vehicles which parking is limited to 24 hours, and 4) emergency vehicles. The proposed text amendments will also include updating the definitions under Section 10.04 of Chapter 10 of the SMC with the inclusion of definitions for trailers, recreational vehicles, and prohibited vehicles.

There is no development associated with the proposed text amendments. Therefore, no mineral resources would be removed as part of this project nor would any activities related to the project come in conflict with a known renewable or other resources conservation plan. (Seaside 2004 General Plan, Land Use Element)

12. NOISE

Would the project result in:	Potentially Significant Impact	Less Than Significant With Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Exposure of persons to or generation of noise levels in excess of standards established in the local general plan or noise ordinance, or applicable standards of other agencies? (1,2)	☐	☐	☐	☒
b) Exposure of persons to or generation of excessive groundborne vibration or groundborne noise levels? (1,2)	☐	☐	☐	☒
c) A substantial permanent increase in ambient noise levels in the project vicinity above levels existing without the project? (1,2)	☐	☐	☐	☒
d) A substantial temporary or periodic increase in ambient noise levels in the project vicinity above levels existing without the project? (1,2)	☐	☐	☐	☒

Would the project result in:	Potentially Significant Impact	Less Than Significant With Mitigation Incorporated	Less Than Significant Impact	No Impact
e) For a project located within an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project expose people residing or working in the project area to excessive noise levels? (1,2)	☐	☐	☐	☒
f) For a project within the vicinity of a private airstrip, would the project expose people residing or working in the project area to excessive noise levels? (1,2)	☐	☐	☐	☒

A project is considered to result in a significant impact if it would:

- Expose persons to noise levels exceeding established standards;
- Expose persons to excessive ground borne vibration;
- Substantially increase ambient noise (temporary, periodic, or permanent);
- Expose people to excessive noise near a public-use airport or private airstrip.

Discussion – All items 12(a-f)

The proposed text amendments will consist of retitling Section 10.32.101 of Chapter 10 of the Seaside Municipal Code (SMC) by deleting existing text and adding new text related to restricting the on-street parking of unhitched trailers, campers, and boats upon any City streets, alley, right-of-way, or publicly owned lot in any District except as permitted by a development permit for construction related activity in the vicinity between the hours of 7 am to 5 pm (e.g. use permit, building permit, encroachment permit) to prohibiting the parking of recreational vehicles, trailers, and prohibited vehicles upon any City street, alley, public right-of-way, or publicly owned lot in any District citywide except as follows: 1) permitted by a development permit for construction related activity in the vicinity between the hours of 7 am to 5 pm (e.g. use permit, building permit, encroachment permit), 2) trucks with sideboards parking no longer than 24 hours, 3) residential owners of recreational vehicles which parking is limited to 24 hours, and 4) emergency vehicles. The proposed text amendments will also include updating the definitions under Section 10.04 of Chapter 10 of the SMC with the inclusion of definitions for trailers, recreational vehicles, and prohibited vehicles.

There is no development associated with the proposed text amendments. Therefore, the text amendments will not expose the public to any noise levels in excess of standards established in the City's Noise Ordinance (Seaside General Plan 2004, Noise Element; Final Environmental Impact Report, Chapter 5.9 Noise)

13. POPULATION AND HOUSING

Would the project:	Potentially Significant Impact	Less Than Significant With Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Induce substantial population growth in an area, either directly (for example, by proposing new homes and businesses) or indirectly (for example, through extension of roads or other infrastructure)? (1,2)	☐	☐	☐	☒

Would the project:	Potentially Significant Impact	Less Than Significant With Mitigation Incorporated	Less Than Significant Impact	No Impact
b) Displace substantial numbers of existing housing, necessitating the construction of replacement housing elsewhere? (1,2)	☐	☐	☐	☒
c) Displace substantial numbers of people, necessitating the construction of replacement housing elsewhere? (1,2)	☐	☐	☐	☒

Population and housing impacts are considered significant if the project:

- Induces substantial growth; or
- Expose persons to excessive ground borne vibration;
- Displaces a substantial number of existing housing units or people, necessitating construction of replacement housing.

Discussion – All items 13(a-c)

The proposed text amendments will consist of retitling Section 10.32.101 of Chapter 10 of the Seaside Municipal Code (SMC) by deleting existing text and adding new text related to restricting the on-street parking of unhitched trailers, campers, and boats upon any City streets, alley, right-of-way, or publicly owned lot in any District except as permitted by a development permit for construction related activity in the vicinity between the hours of 7 am to 5 pm (e.g. use permit, building permit, encroachment permit) to prohibiting the parking of recreational vehicles, trailers, and prohibited vehicles upon any City street, alley, public right-of-way, or publicly owned lot in any District citywide except as follows: 1) permitted by a development permit for construction related activity in the vicinity between the hours of 7 am to 5 pm (e.g. use permit, building permit, encroachment permit), 2) trucks with sideboards parking no longer than 24 hours, 3) residential owners of recreational vehicles which parking is limited to 24 hours, and 4) emergency vehicles. The proposed text amendments will also include updating the definitions under Section 10.04 of Chapter 10 of the SMC with the inclusion of definitions for trailers, recreational vehicles, and prohibited vehicles.

There is no development associated with the proposed text amendments. Therefore, no changes to any existing housing or population centers will occur upon implementation of the proposed text amendments, nor will the text amendments induce substantial population growth or displace existing housing or people. (Seaside General Plan 2004, Land Use and Housing Element; Final Environmental Impact Report, Chapter 5.2 Air Quality)

14. PUBLIC SERVICES

Would the project result in:	Potentially Significant Impact	Less Than Significant With Mitigation Incorporated	Less Than Significant Impact	No Impact
Substantial adverse physical impacts associated with the provision of new or physically altered governmental facilities, need for new or physically altered governmental facilities, the construction of which could cause significant environmental impacts, in order to maintain acceptable service ratios, response times or other performance objectives for any of the public services:				
a) Fire protection? (1,2)	☐	☐	☐	☒
b) Police protection? (1,2)	☐	☐	☐	☒
c) Schools? (1,2)	☐	☐	☐	☒

Would the project result in:		Potentially Significant Impact	Less Than Significant With Mitigation Incorporated	Less Than Significant Impact	No Impact
d)	Parks? (1,2)	☐	☐	☐	■
e)	Other public facilities? (1,2)	☐	☐	☐	■

A project will normally have a significant impact on the environment if it will:

- Result in substantial adverse physical effects from the construction of new or altered governmental facilities needed to maintain acceptable service ratios, response times or other performance objectives for: (1) fire protection, (2) police protection, (3) schools, (4) parks, or (5) other public services.

Discussion – All items 14(a-e)

The proposed text amendments will consist of retitling Section 10.32.101 of Chapter 10 of the Seaside Municipal Code (SMC) by deleting existing text and adding new text related to restricting the on-street parking of unhitched trailers, campers, and boats upon any City streets, alley, right-of-way, or publicly owned lot in any District except as permitted by a development permit for construction related activity in the vicinity between the hours of 7 am to 5 pm (e.g. use permit, building permit, encroachment permit) to prohibiting the parking of recreational vehicles, trailers, and prohibited vehicles upon any City street, alley, public right-of-way, or publicly owned lot in any District citywide except as follows: 1) permitted by a development permit for construction related activity in the vicinity between the hours of 7 am to 5 pm (e.g. use permit, building permit, encroachment permit), 2) trucks with sideboards parking no longer than 24 hours, 3) residential owners of recreational vehicles which parking is limited to 24 hours, and 4) emergency vehicles. The proposed text amendments will also include updating the definitions under Section 10.04 of Chapter 10 of the SMC with the inclusion of definitions for trailers, recreational vehicles, and prohibited vehicles.

There is no development associated with the proposed text amendments. Therefore, the proposed text amendments will not result in any direct or indirect adverse physical impacts associated with the need to provide any new or physically altered government facilities or services. (Final Environmental Impact Report, Chapter 5.11 Public Services and Utilities)

15. RECREATION

Would the project:		Potentially Significant Impact	Less Than Significant With Mitigation Incorporated	Less Than Significant Impact	No Impact
a)	Increase the use of existing neighborhood and regional parks or other recreational facilities such that substantial physical deterioration of the facility would occur or be accelerated? (1,2)	☐	☐	☐	■
b)	Does the project include recreational facilities or require the construction or expansion of recreational facilities, which might have an adverse physical effect on the environment? (1,2)	☐	☐	☐	■

Recreation impacts are considered significant if a project:

- Creates a “conflict with established recreational, educational, religious, or scientific uses of the area;”

- Increases the use of existing local and regional parks, resulting in physical deterioration;
- Results in substantial adverse physical effects from construction of new or altered recreational facilities.

Discussion – All items 15(a-b)

The proposed text amendments will consist of retitling Section 10.32.101 of Chapter 10 of the Seaside Municipal Code (SMC) by deleting existing text and adding new text related to restricting the on-street parking of unhitched trailers, campers, and boats upon any City streets, alley, right-of-way, or publicly owned lot in any District except as permitted by a development permit for construction related activity in the vicinity between the hours of 7 am to 5 pm (e.g. use permit, building permit, encroachment permit) to prohibiting the parking of recreational vehicles, trailers, and prohibited vehicles upon any City street, alley, public right-of-way, or publicly owned lot in any District citywide except as follows: 1) permitted by a development permit for construction related activity in the vicinity between the hours of 7 am to 5 pm (e.g. use permit, building permit, encroachment permit), 2) trucks with sideboards parking no longer than 24 hours, 3) residential owners of recreational vehicles which parking is limited to 24 hours, and 4) emergency vehicles. The proposed text amendments will also include updating the definitions under Section 10.04 of Chapter 10 of the SMC with the inclusion of definitions for trailers, recreational vehicles, and prohibited vehicles.

There is no development associated with the proposed text amendments. Therefore, the proposed text amendments would not result in a direct or indirect need to expand or physically alter its recreational facilities and parks in the community, (Seaside 2004 General Plan, Conservation/Open Space Element)

16. TRANSPORTATION/TRAFFIC

Would the project:	Potentially Significant Impact	Less Than Significant With Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Conflict with an applicable plan, ordinance or policy establishing measures of effectiveness for the performance of the circulation system, taking into account all modes of transportation including mass transit and non-motorized travel and relevant components of the circulation system, including but not limited to intersections, streets, highways and freeways, pedestrian and bicycle paths, and mass transit? (1,2)	☐	☐	☐	☒
b) Conflict with an applicable congestion management program, including, but not limited to level of service standards and travel demand measures, or other standards established by the county congestion management agency for designated roads of highways? (1,2)	☐	☐	☐	☒
c) Result in a change in air traffic patterns, including either an increase in traffic levels or a change in location that results in substantial safety risks? (1,2)	☐	☐	☐	☒
d) Substantially increase hazards due to a design feature (e.g., sharp curves or dangerous intersections) or incompatible uses (e.g., farm equipment)? (1,2)	☐	☐	☐	☒

Would the project:	Potentially Significant Impact	Less Than Significant With Mitigation Incorporated	Less Than Significant Impact	No Impact
e) Result in inadequate emergency access? (1,2)	☐	☐	☐	■
f) Conflict with adopted policies, plans, or programs regarding public transit, bicycle, or pedestrian facilities, or otherwise decrease the performance or safety of such facilities? (1,2)	☐	☐	☐	■

A project results in a significant impact if it would:

- Substantially increase traffic relative to existing load capacity;
- Exceed an established level-of-service standard;
- Result in a change of air traffic patterns;
- Substantially increase hazards due to design or incompatible uses;
- Result in inadequate emergency access;
- Result in inadequate parking capacity;
- Conflict with adopted alternative transportation policies, plans or programs.

Discussion – All items 16(a-f)

The proposed text amendments will consist of retitling Section 10.32.101 of Chapter 10 of the Seaside Municipal Code (SMC) by deleting existing text and adding new text related to restricting the on-street parking of unhitched trailers, campers, and boats upon any City streets, alley, right-of-way, or publicly owned lot in any District except as permitted by a development permit for construction related activity in the vicinity between the hours of 7 am to 5 pm (e.g. use permit, building permit, encroachment permit) to prohibiting the parking of recreational vehicles, trailers, and prohibited vehicles upon any City street, alley, public right-of-way, or publicly owned lot in any District citywide except as follows: 1) permitted by a development permit for construction related activity in the vicinity between the hours of 7 am to 5 pm (e.g. use permit, building permit, encroachment permit), 2) trucks with sideboards parking no longer than 24 hours, 3) residential owners of recreational vehicles which parking is limited to 24 hours, and 4) emergency vehicles. The proposed text amendments will also include updating the definitions under Section 10.04 of Chapter 10 of the SMC with the inclusion of definitions for trailers, recreational vehicles, and prohibited vehicles.

There is no development associated with the proposed text amendments. Therefore, the proposed text amendments would not result in a net increase in traffic or parking demand in the community, nor would it reduce the number of existing parking spaces within the study area. (Seaside 2004 General Plan, Circulation Element; Final Environmental Impact Report, Chapter 5.12 Transportation)

17. UTILITIES AND SERVICE SYSTEMS

Would the project:	Potentially Significant Impact	Less Than Significant With Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Exceed wastewater treatment requirements of the applicable Regional Water Quality Control Board? (1,2)	☐	☐	☐	■

Would the project:	Potentially Significant Impact	Less Than Significant With Mitigation Incorporated	Less Than Significant Impact	No Impact
b) Require or result in the construction of new water or wastewater treatment facilities or expansion of existing facilities, the construction of which could cause significant environmental effects? (1,2)	☐	☐	☐	☒
c) Require or result in the construction of new stormwater drainage facilities or expansion of existing facilities, the construction of which could cause significant environmental effects? (1,2)	☐	☐	☐	☒
d) Have sufficient water supplies available to serve the project from existing entitlements and resources, or are new or expanded entitlements needed? (1,2)	☐	☐	☐	☒
e) Result in a determination by the wastewater treatment provider, which serves or may serve the project that it has adequate capacity to serve the project's projected demand in addition to the provider's existing commitments? (1,2)	☐	☐	☐	☒
f) Be served by a landfill with sufficient permitted capacity to accommodate the project's solid waste disposal needs? (1,2)	☐	☐	☐	☒
g) Comply with federal, state, and local statutes and regulations related to solid waste? (1,2)	☐	☐	☐	☒

A project will normally have a significant effect on the environment if it will:

- Fail to comply with wastewater treatment requirements of a Regional Water Quality Control Board;
- Require or result in the construction of new or expanded water or wastewater treatment facilities;
- Require or result in the construction of new or expanded storm water drainage facilities;
- Exceed existing water supplies;
- Exceed existing wastewater capacity;
- Exceed existing landfill capacity;
- Conflict with federal, state, and local statutes and regulations related to solid waste.

Discussion – All items 17(a-g)

The proposed text amendments will consist of retitling Section 10.32.101 of Chapter 10 of the Seaside Municipal Code (SMC) by deleting existing text and adding new text related to restricting the on-street parking of unhitched trailers, campers, and boats upon any City streets, alley, right-of-way, or publicly owned lot in any District except as permitted by a development permit for construction related activity in the vicinity between the hours of 7 am to 5 pm (e.g. use permit, building permit, encroachment permit) to prohibiting the parking of recreational vehicles, trailers, and prohibited vehicles upon any City street, alley, public right-of-way, or publicly owned lot in any District citywide except as follows: 1) permitted by a development permit for construction related activity in the vicinity between the hours of 7 am to 5 pm (e.g. use permit, building permit, encroachment permit), 2) trucks with sideboards parking no longer than 24 hours, 3) residential owners of recreational vehicles which parking is limited to 24 hours, and 4) emergency vehicles. The proposed text amendments will also include updating the definitions under Section 10.04 of Chapter 10 of the SMC with the inclusion of definitions for trailers, recreational vehicles, and prohibited vehicles.

There is no development associated with the proposed text amendments. Therefore, the proposed text amendments will not exceed wastewater treatment requirements, have cause for the construction of new storm water drainage

facilities, produce solid waste, or have an adverse impact to utilities and service systems. (Seaside 2004 General Plan, Conservation Element; Final Environmental Impact Report, Chapter 511 Public Services and Utilities)

18. MANDATORY FINDINGS OF SIGNIFICANCE

Does the project:	Potentially Significant Impact	Less Than Significant With Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Have the potential to degrade the quality of the environment, substantially reduce the habitat of a fish or wildlife species, cause a fish or wildlife population to drop below self-sustaining levels, threaten to eliminate a plant or animal community, reduce the number or restrict the range of a rare or endangered plant or animal or eliminate important examples of the major periods of California history or prehistory?	☐	☐	☐	☒
b) Have impacts that are individually limited, but cumulatively considerable? ("Cumulatively considerable" means that the incremental effects of a project are considerable when viewed in connection with the effects of past projects, the effects of other current projects, and the effects of probable future projects)?	☐	☐	☐	☒
c) Have environmental effects, which will cause substantial adverse effects on human beings, either directly or indirectly?	☐	☐	☐	☒

Impacts are considered significant if a project has the potential to:

- Degrade the quality of the environment;
- Substantially reduce, restrict or threaten to eliminate wildlife habitat;
- Eliminate important examples of major California history or prehistory;
- Introduce "Cumulatively Considerable" impacts; or
- Cause environmental effects that cause substantial adverse effects on human beings, directly or indirectly.

Discussion – All items

The proposed text amendments will consist of retitling Section 10.32.101 of Chapter 10 of the Seaside Municipal Code (SMC) by deleting existing text and adding new text related to restricting the on-street parking of unhitched trailers, campers, and boats upon any City streets, alley, right-of-way, or publicly owned lot in any District except as permitted by a development permit for construction related activity in the vicinity between the hours of 7 am to 5 pm (e.g. use permit, building permit, encroachment permit) to prohibiting the parking of recreational vehicles, trailers, and prohibited vehicles upon any City street, alley, public right-of-way, or publicly owned lot in any District citywide except as follows: 1) permitted by a development permit for construction related activity in the vicinity between the hours of 7 am to 5 pm (e.g. use permit, building permit, encroachment permit), 2) trucks with sideboards parking no longer than 24 hours, 3) residential owners of recreational vehicles which parking is limited to 24 hours, and 4) emergency vehicles. The proposed text amendments will also include updating the definitions under Section 10.04 of Chapter 10 of the SMC with the inclusion of definitions for trailers, recreational vehicles, and prohibited vehicles.

There is no development associated with the proposed text amendments. The proposed text amendments will not degrade the quality of the environment, reduce the habitat or population of fish and wildlife species, eliminate plant or animal community, or eliminate important examples of California history or prehistory. The amendments will

not have any impacts that are individually limited but cumulatively considerable or cause substantial adverse effects on human beings, either directly or indirectly.

H. SOURCES

1. City of Seaside 2004 General Plan
<http://www.ci.seaside.ca.us/index.aspx?page=191#GeneralPlan>
2. City of Seaside Final Environmental Impact Report
<http://www.ci.seaside.ca.us/Modules/ShowDocument.aspx?documentid=592>
3. City of Seaside, 2012 Municipal Code
<http://www.municode.com/library/CA/Seaside>

Proposed Text Amendments

- (Text proposed to be deleted is listed with strikethrough (~~Strikethrough~~) and text proposed to be added is listed in **bold** with an underline (Underline)

1. Amend Chapter 10 to amend Section 10.32.101 to read as follows:

Section 10.32.101 ~~Unhitched trailer, camper, and boat parking~~ **Trailer, Recreation Vehicle and Prohibited Vehicle parking – prohibited on any street**; Exception

No person shall park any “~~unhitched trailer, camper, and boat~~, **trailer, recreational vehicle or prohibited vehicle** at any time upon any street, alley, right-of-way or publicly owned lot in the city except as follows: permitted by “construction related activity” or any landscape business in the vicinity between the hours of seven a.m. and five p.m. For the purpose of this section, the term “construction related activity” includes any construction work in accordance with a valid development permit (e.g. use permit, encroachment permit, building permit). For landscape businesses to exempt, a copy of a valid city business license must be attached to the unhitched trailer.

1. Permitted by “construction related activity” or any landscape business in the vicinity between the hours of 7 am and 5 pm **daily**. For the purpose of this section, the term “construction related activity” includes any **active loading and unloading of construction material for the purpose of** construction work **or landscape maintenance**, in accordance with valid development permit (e.g. use permit, encroachment permit, building permit). For landscape businesses **or independent contractors** to be exempt, a copy of a valid City Business License must be attached to the ~~unhitched~~ trailer.
2. **Trucks with sideboards extending above the cab will be permitted to park not longer than 24 hours.**
3. **If the registered owner of a recreational vehicle is a resident of a residence on the public street where the trailer, boat or recreational vehicle is parked for the purpose of loading, unloading, cleaning, or other activity preparatory or incident to travel.**
4. **One vehicle not exceeding a gross vehicle weight rating (GVWR) of five tons which is owned and operated by a water, gas, electric, or telephone public utility and used for emergency service to prevent injury or hazard to the general public may be parked in a residential district. One light-duty class A tow truck with a manufacturer’s gross vehicle weight rating (GVWR) of ten thousand to nineteen thousand five hundred pounds, and used for emergency service to prevent injury or hazard to the general public may be parked in a residential district. Such tow trucks must be registered with a city, county, or state agency to provide emergency towing services.**

After three parking violations, the trailer, recreational vehicle, or prohibited vehicle is subject to being towed at the owner’s expense.

Exhibit A

2. Amend Chapter 10 to add new Section 10.04.056 to read as follows:

10.04.056 Unhitched trailer, camper, and boat Trailer

“Unhitched trailer, camper, and boat” shall mean any trailer, camper, and boat as defined by the California Vehicle Code that is without motive power and is not mounted to a properly licensed motor vehicle capable of towing said trailer, camper or boat. “trailer” shall be as defined by California Vehicle Code Section 630, including trailers for vehicles, boats or personal watercrafts.

3. Amend Chapter 10 to add new Section 10.04.057 to read as follows:

Section 10.04.057 Recreational Vehicles

“Recreational vehicle” shall mean any travel trailer or other vehicular portable structure designed to be used as a temporary occupancy for travel or recreation use, including, but not limited to, any motor home, and truck slide-in camper. Passenger vans which have been converted for use as a recreational vehicle and do not exceed nine feet in height are exempt from this section.

4. Amend Chapter 10 to add new Section 10.04.058

10.04.058 Prohibited Vehicles

“prohibited vehicle” shall mean any commercial vehicle, truck tractor, semi-trailer, independent trailer, walk-in van, box van, walk-in truck, trucks with sideboards exceeding the height of the cab, tow truck, any flatbed pickup, any vehicle designed to provide food or equipment sales or transport, any vehicle affixed with power attachments or tools, any vehicle which exceeds a gross vehicle weight rating (GVWR) of eleven thousand five hundred (11,500) pounds, any school bus or passenger carrying vehicle which exceeds sixteen persons in capacity or twenty-two feet in length, and any vehicle exceeding 9 ½ feet in height.

ORDINANCE NO.

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SEASIDE, STATE OF CALIFORNIA, TO ADOPT TEXT AMENDMENTS TO THE SEASIDE MUNICIPAL CODE TO MODIFY CHAPTER 10.04 AND CHAPTER 10.32 TO PROHIBIT THE PARKING OF RECREATIONAL VEHICLES, TRAILERS, AND PROHIBITED VEHICLES ON THE STREETS, ALLEYS, PUBLIC RIGHT-OF-WAYS, AND PUBLICLY OWNED LOTS.

THE CITY COUNCIL OF THE CITY OF SEASIDE DOES ORDAIN AS FOLLOWS:

Section 1. General Purpose and Findings. The purpose of this Ordinance is to consider the following text amendments to the Seaside Municipal Code (S.M.C.):

- A. A text amendment to S.M.C Chapter 10.32 adding new Section 10.32.101 that would prohibit the parking of recreational vehicles, trailers, and prohibited vehicles upon any City street, alley, public right-of-way, or publicly owned lot in any Zoning District Citywide except as permitted by construction related activity; and
- B. A text amendment to S.M.C Chapter 10.04 adding new definition under Section 10.04.056, 10.04.057, 10.04.057 that would provide a definition of trailer, recreational vehicles, and prohibited vehicles when located on a City street, alley, public right-of-way, or publicly owned lot.

Section 2. Whereas, in 2009 the City of Seaside conducted a Citywide Parking Study and Implementation Plan (Plan) that was developed based upon the need to obtain a comprehensive assessment of the existing parking conditions citywide and to develop alternative parking restrictions including implementation procedures and a program for enforcement to ensure that such establishments are operated consistent with the City's desire to ensure a safe and healthy community.

Section 3. The Plan provided recommendations based upon public comments received from community meetings, field visits by City staff and consultants, survey results, and analysis of existing City policies related to the implementation of a text amendment to the Seaside Municipal Code related specifically to establishing on-street parking regulations to regulate the parking of unhitched trailers, boats, and campers on City streets, public right-of-ways, and publicly owned parking lots.

Section 4. The City Council approved and prioritized the recommendations of the Plan on June 2, 2011, which included a recommendation to prohibit the on-street parking of commercially or privately owned unhitched trailers, campers, and boats when located on City streets, public right-of-ways, and publicly owned parking lots.

Section 5. Pursuant to the requirements of the California Environmental Quality Act Section 21000 et seq. and State CEQA Guidelines Section 15070 through 15075, an Initial Study/Negative Declaration has been circulated for a 20-day public review beginning on

Thursday, January 28, 2016 and ending on Tuesday, February 16, 2016, and is made a part of the Ordinance by reference;

Section 6. The Seaside City Council may initiate an amendment to the Seaside Municipal Code in accordance with S.M.C. Section 2.02.380.

Section 7. On February 24, 2016, the Planning Commission of the City of Seaside held a duly noticed public hearing to consider the adoption of the text amendments described under Section 1. Following the closure of the public hearing, the Planning Commission adopted Resolution No. 16-03 recommending approval of this Ordinance to the City Council.

Section 8. It is the responsibility of the City Council to consider and weigh the merits of the Initial Study/Negative Declaration and text amendments in relation to the policies, standards and intent of the Seaside General Plan and Seaside Municipal Code in making its determination on the proposed text amendments to the Seaside Municipal Code.

Section 9. At a duly noticed public hearing held on April 7, 2016, the City Council considered both oral comments and written information concerning the proposed Negative Declaration and text amendments.

Section 10. At a duly noticed public hearing held on April 7, 2016, the City Council hereby adopts the following findings in support of its action to adopt the proposed Negative Declaration for the proposed text amendments:

1. The proposed Seaside Municipal Code text amendments are consistent with the goals and policies of all elements of the General Plan; and
2. The proposed amendments would not be detrimental to the public interest, health, safety, convenience, or welfare of the City; and
3. The proposed amendments are internally consistent with other applicable provisions of the Seaside Municipal Code.

Section 11. At a duly noticed Public Hearing on April 7, 2016, the City Council adopts the first reading of the following text amendments for the proposed text amendment:

Proposed Text Amendments

- (Text proposed to be deleted is listed with strikethrough (~~Strikethrough~~) and text proposed to be added is listed in **bold** with an underline (Underline)

1. Amend Chapter 10 to amend Section 10.32.101 to read as follows:

Section 10.32.101 ~~Unhitched trailer, camper, and boat parking~~ **Trailer, Recreation Vehicle and Prohibited Vehicle parking** – prohibited on any street; Exception

No person shall park any ~~“unhitched trailer, camper, and boat,~~ **trailer, recreational vehicle or prohibited vehicle** at any time upon any street, alley, right-of-way or publicly owned lot in the

city except as follows: permitted by "construction related activity" or any landscape business in the vicinity between the hours of seven a.m. and five p.m. For the purpose of this section, the term "construction related activity" includes any construction work in accordance with a valid development permit (e.g. use permit, encroachment permit, building permit). For landscape businesses to exempt, a copy of a valid city business license must be attached to the unhitched trailer.

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2. Trucks with sideboards extending above the cab will be permitted to park not longer than 24 hours.
3. If the registered owner of a recreational vehicle is a resident of a residence on the public street where the trailer, boat or recreational vehicle is parked for the purpose of loading, unloading, cleaning, or other activity preparatory or incident to travel.
4. One vehicle not exceeding a gross vehicle weight rating (GVWR) of five tons which is owned and operated by a water, gas, electric, or telephone public utility and used for emergency service to prevent injury or hazard to the general public may be parked in a residential district. One light-duty class A tow truck with a manufacturer's gross vehicle weight rating (GVWR) of ten thousand to nineteen thousand five hundred pounds, and used for emergency service to prevent injury or hazard to the general public may be parked in a residential district. Such tow trucks must be registered with a city, county, or state agency to provide emergency towing services.

After three parking violations, the trailer, recreational vehicle, or prohibited vehicle is subject to being towed at the owner's expense.

2. Amend Chapter 10 to add new Section 10.04.056 to read as follows:

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Section 12. Effective Date. This Ordinance shall become effective thirty (30) days after its final passage and adoption at a duly noticed public hearing for the second reading of the proposed text amendments.

NOW, THEREFORE BE IT FURTHER RESOLVED, the City Clerk shall certify to the adoption of this Ordinance.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Seaside, State of California, on the 7th day of April, 2016, by the following vote:

AYES: COUNCIL MEMBERS:

NOES: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

Ralph Rubio, Mayor

ATTEST:

Lesley Milton-Rerig, City Clerk

March 29th, 2016

Attention: Leslie Llantero
City of Seaside
Traffic Advisory Committee

To Whom It May Concern,

I am the property manager of the Vanlandingham Family Trust located at 2040 Fremont Boulevard in Seaside, California. This trust includes Built In Distributors, Golf Mart, and a vehicle storage lot.

The purpose of this letter is to inform you that there have been numerous complaints about RVs camping overnight along E. Frontage Road. Customers patronizing the businesses do not feel safe walking to their cars, especially at night. There have been instances of retaliatory vandalism against Golf Mart when action has been taken to record the license information of the RVs parked along the street.

It is a serious issue, and we stand to lose our tenants as a result. I am cordially requesting that E. Frontage Road be changed to hourly parking and that signs be posted forbidding overnight parking.

Thank you for your prompt attention to this matter. If we as a company or the building owner can assist in this process in any way, please contact me at 831-626-1900 ext 8007.

Sincerely,

Emily Reistetter



Fresno Office
6051 N. Fresno St., Ste. 110
Fresno, CA 93710
Phone 559.435.1756
Fax 559.449.0770

Monterey Office
851 Munras Avenue
Monterey, CA 93940
Phone 831.646.1900
Fax 831.656.1299

Mailing Address
P.O. Box 9440
Fresno, CA 93792-9440

mancoabbott.com





**CITY OF SEASIDE
STAFF REPORT**

Item No.: 10.A.

TO: City Council

FROM: Craig Malin, City Manager

DATE: April 21, 2016

SUBJECT: **APPROVE MEMORANDUM OF AGREEMENT BETWEEN CITY OF SEASIDE AND CALIFORNIA STATE UNIVERSITY AT MONTEREY BAY**

PURPOSE

The purpose of the MOA is threefold. Its primary purpose is to fortify the relationship between the City and CSUMB as aligned partners achieving a shared vision of prosperity and success well into the future. Its secondary purpose is to establish mutually agreeable design parameters for, and secure access to, the “Main Gate” parcel, in anticipation of issuance of a Request For Proposals for mixed-use, high-quality redevelopment of the site. Its tertiary purpose, consistent with the primary and secondary purposes, is to outline a scholarship program that will leverage the commercial redevelopment of the Main Gate site into a sustainable source of funds for Seaside children to attend CSUMB.

RECOMMENDATION

That the agreement be approved.

BACKGROUND

An MOA which assures CSUMB will grant access to the Main Gate site is a practical necessity for any solicitation of development proposals. The MOA presented for approval positively resolves years of discussions between the City and CSUMB on design and access parameters related to the site and incorporates a unique community development feature in the shared best interests of CSUMB, the City and Seaside residents.

This unique community development feature is the commitment of the City to contribute 15% to 20% of the annual sales and transient occupancy tax to a scholarship fund administered by CSUMB, with a corresponding commitment by CSUMB to direct these funds towards scholarships and internships for students who have resided in Seaside. Conceptually titled the “Seaside Scholars” program, this partnership model addresses regional workforce development needs and is built upon the underlying theory that the best partnerships are those where one

partner's success reinforces the other partner's success.

A conservative estimate of City revenue derived from commercial development of the Main Gate parcel is \$2.5 million annually. Thus, future annual funding of the Seaside Scholars program (at buildout of the Main Gate site) is projected to be between \$350,000 and \$500,000. It is important to understand the Seaside Scholars program will be funded through new development and new tax revenue; no City programs or services will be reduced to fund the program. In fact, the MOA facilitates the development of more than \$2 million in new, annual City revenue beyond any committed to the Seaside Scholars program.

The MOA outlines the Seaside Scholars program elements. A final agreement will be presented to the Council for final action in the future. In keeping with best practices, the Seaside Scholars program will be administered by CSUMB, not the City. The City will not be selecting scholarship recipients, but we will be encouraging kids to do their homework, so they are ready to become successful CSUMB Otters.

The RFP for the Main Gate site is expected to be released in late May or early June, after the Fort Ord Reuse Authority's Regional Urban Design Guidelines are approved.

FISCAL IMPACT

The MOA is necessary to secure a projected \$2,500,000 annually in new tax revenue.

ATTACHMENTS

1. Draft Memorandum of Understanding
-

Reviewed for Submission to the
City Council by:



Craig Malin, City Manager

**MEMORANDUM OF AGREEMENT
BETWEEN
THE CITY OF SEASIDE AND TRUSTEES OF THE CALIFORNIA STATE UNIVERSITY**

This AGREEMENT is made and signed on this ____ day of _____ month, 2016, between the City of Seaside ("City") and Trustees of the California State University, on behalf of California State University, Monterey Bay ("University").

Recitals

1. The City and University have compelling mutual interests in the appropriate development of the parcel known as the "Main Gate" site.
2. The City shall be issuing a Request For Proposals (RFP) seeking a developer(s) to successfully reuse an undeveloped portion of the Former Fort Ord complimentary to the University's Master Plan and consistent with the City's General Plan, Fort Ord Reuse Plan and forthcoming Regional Urban Design Guidelines of the Fort Ord Reuse Authority. The RFP will seek high-quality, mixed-use development of the site consistent with contemporary best practices including pedestrian scale, walkability and an urban fabric and design palette that integrates with the University's buildout along Second Avenue.
3. In order to develop the Main Gate Project, the City requires an easement from the University to accommodate its entrance and traffic flow. The desired easement involves that strip of land west of Second Avenue lying within the city limits of Seaside, belonging to the University.
4. The University desires to work collaboratively with the City on this important project and will negotiate any changes to the Specific Plan in good faith in order to reach a mutually acceptable agreement.
5. The City and University share an interest in not only the high-quality development of the Main Gate site, but also in the broader missions of regional workforce development and collegiate preparation and success of generations of Seaside students to come. Consequently, the City and University herein commit to establishing a "Seaside Scholars" program, to be funded through future commercial activity on the "Main Gate" site as outlined in Section 1 of this MOA.

Agreement

1. Pursuant to a final agreement approved prior to the granting of a final access easement by the University, the City and University agree to establish a “Seaside Scholars” scholarship fund for Seaside students as a workforce and economic development initiative, in general conformance with the following terms:
 - a. The City shall annually contribute not less than 15% and not more than 20% of annual sales and transient occupancy tax (TOT) revenue from all businesses sited upon the Main Gate parcel to a scholarship fund administered by the University.
 - b. The University shall direct all funds received from the City to scholarships and internships for students who have resided in Seaside for either a minimum of two of their four years of secondary (grades 9- 12) education or at least ten of their complete years of elementary and secondary (grades K – 12) education.
 - c. The University shall provide an annual report to the City of the fund’s disbursements. Should the Seaside Scholar’s fund ever exceed the amount necessary to fully fund all enrolled CSUMB students from Seaside, the University may, with approval from the City and concurrence from the Monterey Public Unified School District (MPUSD), direct excess funds toward early childhood education, collegiate preparation efforts and Monterey Peninsula College (MPC) tuition as mutually agreed by the University, City, MPC and MPUSD.
2. The University agrees to negotiate in good faith with the City to provide an easement for access to the Main Gate parcel along Second Avenue when the specific schematic development plans for the project are submitted for approval to the City by the contracted or selected developer.
3. The University will reserve the land necessary for such access and will not transfer or otherwise encumber the property for a period of five (5) years from the date this Agreement is executed.
4. The policies and mitigation measures identified in The Projects at Main Gate Specific Plan and corresponding Mitigation, Monitoring and Reporting Program as adopted on July 15, 2010, shall be incorporated into, and implemented as part of, future project-specific plans, pending amendments to the Specific Plan forthcoming through the RFP process.

5. In addition to the aforementioned adopted policies and mitigation measures, the City agrees that the future project Specific Plan shall also incorporate the following mutually agreed upon policies, mitigation measures, conditions and restrictions including but not limited to:
 - a. Retain the option to rename First Street west of Second Avenue.
 - b. Retain the option to rename Lightfighter Drive.
 - c. Heavy commercial truck traffic and delivery vehicles will only exit onto Light Fighter Drive or First Street.
 - d. Vehicle trips accessing the project area across CSUMB property along Second Avenue will not be counted toward the University's trip threshold identified in the MOU between CSUMB and the Fort Ord Reuse Authority and will be fully absorbed by the City.
 - e. Collaboration between CSUMB and the City is necessary in order to insure that Main Gate development traffic does not undermine CSUMB's effort to implement its Transportation Demand Management program, which is required as part of the settlement agreement with the Fort Ord Reuse Authority and the City of Marina.
 - f. A Traffic Impact Assessment (TIA) will be performed at the time of project-level CEQA analysis to update traffic counts and assess both project and cumulative traffic impacts. This will identify the project's total average daily trips.
 - g. A Transportation Management Association (TMA) shall be formed at the time of the first certificate of occupancy to establish a funding mechanism, (i.e. Transportation Demand Management Fee) to pay for traffic improvements needed to enhance intersection, roadway segments and internal campus circulation.
 - h. Detailed site planning and improvement plans shall identify clear internal and external pedestrian and bicycle routes and linkages between CSUMB, the project and the Fort Ord Dunes State Park in conformance with the intent of AB 1358 Complete Streets Act and local adopted planning documents, including but not limited to, City Bicycle Plan, CSUMB Master Plan Bike Map, and FORA planning documents.
 - i. No structures, current or future, will exceed 70 feet in height from the highest existing elevation.

- j. Structures will be designed and sited to maximize integration with CSUMB's Master Plan.
- k. A design review committee made up of CSUMB and City staff will be established to review responses to the RFP and all future project plans, including, but not limited to, the Master Landscape Program, signage placement, Second Avenue improvements or maintenance plans, design plans, lighting, bike and pedestrian connections and the Urban Design Program for compliance with the aforementioned and following policy and mitigation measures prior to consideration by the City's decision making bodies.
- l. The City of Seaside or future developer will be responsible for the landscape and street maintenance, including water, along Second Avenue, Lightfighter Drive and Divarty Street.
- m. The City shall promote proper establishment of trees, shrubs, groundcover, and turf through regular maintenance, which may include correcting drainage or settlement problems protecting root systems, weeding, straightening trees, pruning for safe traffic sight distance, and adjusting plant stakes and ties, and shall replace and reestablish any isolated dead or dying plant.
- n. The provision of "substantial" landscaping to create a visual and/or noise buffers along Highway 1 shall be expanded to include the perimeter along Second Avenue adjacent to CSUMB.
- o. There will be a minimum of 3:1 tree replacement ratio throughout the site.
- p. All exterior lighting will be full cut-off luminaries and not exceed the maximum tree line height. No light will extend horizontally or vertically beyond the site footprint.
- q. In lieu of installing 24" and 42" pipes described in The Projects at Main Gate Specific Plan and EIR to convey upstream storm water runoff to temporary ponds west of Highway One, the project proponent will contribute the estimated cost of the identified improvements to CSUMB (Stormwater Master Plan) to make permanent storm water improvements within the campus footprint that will accommodate this runoff. With this improvement CSUMB agrees to accept the existing pass through run off from Seaside jurisdictional properties at no further additional cost.

6. As required by Education Code section 89048 and the California State Constitution, the City agrees that consideration at fair market value must be provided for the value of the easement parcel as well as the value of the access to the developer.
7. The City and the future developer agree to coordinate with the University and keep the best interest of the campus in mind in designing the project.
8. This Agreement may be amended or modified in whole or in part, only by mutual written agreement of the parties.
9. Each signatory to this Agreement certifies that he or she has the lawful authority to execute this Agreement.
10. This Agreement and any grant of easement rights that is executed and recorded pursuant to this Agreement shall not be valid if the Main Gate development project is not entitled for construction, or if construction has not commenced, on or before five (5) years from the date of execution of this Agreement.

CITY OF SEASIDE

Date: _____

By: _____

Ralph Rubio
Mayor of Seaside

APPROVED AS TO FORM:

By: _____

CALIFORNIA STATE UNIVERSITY

Date: _____

By: _____

Kevin Saunders
Interim Vice President for Administration and

Finance

California State University, Monterey Bay

Date: _____

By: _____

Elvyra San Juan
Assistant Vice Chancellor, CPDC
California State University

APPROVED AS TO FORM:

By: _____
Carrie Hemphill Rieth
University Counsel
California State University



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 10.B.

TO: City Council

FROM: Craig Malin, City Manager

BY: Diana Ingersoll, Deputy City Manager Resource Management Services
Sharon Mikesell, Administrative Analyst

DATE: April 21, 2016

**SUBJECT: CONSIDERATION OF THE COMMUNITY DEVELOPMENT
ADVISORY COMMITTEE (CDAC) RECOMMENDATIONS FOR USE
OF THE 2016-2017 COMMUNITY DEVELOPMENT BLOCK GRANT
FUNDS AND THE DRAFT 2016-2017 ANNUAL ACTION PLAN AND
PROVIDE DIRECTION TO STAFF**

PURPOSE

The purpose of this item is for the City Council to receive the Community Development Advisory Committee (CDAC) recommended 2016-2017 public service and eligible projects award allocations and to provide staff direction on the preparation of the Annual Action Plan. A public hearing to consider the 2016-2017 Annual Action Plan is scheduled for May 4 prior to submitting the City's CDBG plans to the Department of Housing and Urban Development (HUD) for review and approval by the May 15, 2016 deadline.

RECOMMENDATION

It is recommended that the City Council accept the CDAC's recommendations for 2016-2017 CDBG fund allocations and direct staff to proceed with the process of preparation of the Annual Action Plan.

BACKGROUND

The City of Seaside is a CDBG entitlement community. The overall goal of the CDBG program is to develop viable urban communities by providing decent housing, providing a suitable living environment, and expanding economic opportunities. Funds coming to the City under the CDBG program are restricted to activities that primarily benefit low income persons, address slums or blight or meet a particularly urgent community development need. Each year an Annual Action plan is prepared along with recommendations for use of CDBG funds for public services and eligible projects.

2015-2020 CONSOLIDATED PLAN FOR THE CDBG PROGRAM

The Consolidated Plan is the basis for individual Annual Action Plans which are reviewed and approved each year. The 2015-2020 Consolidated Plan currently in place covers the timeframe from July 1, 2015 to June 30, 2020, a period of five fiscal years. The 2016-2017 Annual Plan and subsequent Annual Action Plans implements the strategies contained in the Five-Year Consolidated Plan. The City Council will consider the Annual Plan at a Public Hearing on May 5, 2016. The Plan must be submitted to HUD no later than May 15, 2016.

The Consolidated Plan serves the following functions:

1. A planning document for the City of Seaside, which builds on a community participation process;
2. An application for federal funds under HUD's CDBG formula grants programs;
3. A strategy to be followed in carrying out HUD's programs; and
4. An allocation of funds to specific projects and activities for the first fiscal year of the Consolidated Plan.

The 2015-2020 Consolidated Plan was prepared in a new format used by the nationwide CDBG program called Econ Suite. The finished document provided from this software is not as "reader friendly" as in previous years.

DRAFT 2016-2017 ANNUAL PLAN PREPARATION PROCESS

As directed by the Council and the CDAC, staff started the annual process early in the fiscal year.

- On September 16, 2015, the CDAC held a public workshop at Oldemeyer Center to identify the community's priority needs for the use of CDBG funds. The meeting was attended by representatives of local human service agencies and members of the public.
 - On October 28, the CDAC considered the results of the September 16 workshop.
 - On November 5, 2015, the City Council heard an informational item presenting the community needs identified during the September 16 workshop.

These priorities were determined (no ranking order)

- Capital Projects
- Rehabilitation of Existing Parks
- Public Facilities Improvements
- ADA Compliance
- Park Conversion
- For example: conversion from baseball to soccer field
- Enhance Existing Facilities

- Infrastructure Improvements
- Streets
- Public services activities:
- Housing
- Healthcare
- Legal Assistance
- Substance Abuse Services
- Mental Health Services
- Homelessness
- Crime Prevention

The CDAC also identified populations that are the highest priority to serve.

- Extremely Low and Very Low-Income Households
- Seniors
- Youth
- Disabled persons
- Veterans
- Persons in Need of Healthcare
- Including Substance Abuse & Mental Health

These priority needs served as factors for evaluating requests for CDBG funding in the 2016- 2017 fiscal year.

On November 18, 2015, a proposal workshop was held for interested applicants for the 2016-2018 funding cycle. Seaside is now on a two year funding application cycle. Since CDBG funding allocation amounts are issued on a yearly basis, the application rankings will remain the same next year. Actual amounts will be calculated for 2017-2018 when the actual award amount is announced in 2017. Applications were due on January 15, 2016. Special CDAC meetings were held on February 3, February 24 and March 14 to review applications and the ranking process.

The Community Development Advisory Committee (CDAC) met in a Special Meeting on April 6 to review a draft of the 2016-2017 Annual Action Plan.

DRAFT FY 2016-2017 CDBG ANNUAL ACTION PLAN BUDGET

The City has received an award notification for CDBG funding for the 2016-2017 Fiscal Year from HUD. The City will be awarded \$363,306 for Fiscal Year 2016-2017 in CDBG funds from the U.S. Department of Housing and Urban Development (HUD). Staff is estimating that the City will receive \$100,000 in program income from the Embassy Suites ground lease payment. Staff is estimating that will be carried forward from the 2015-2016 Revised Annual Action Plan. 2016-2017 is the final year of a repayment plan to the CDBG program for of \$136,216. The total estimated resources under the 2016-2017 Annual Action Plan amount to \$848,310 Please see the

table below.

Table 1-2016-2017 Sources of Funds

2016-2017 Sources of Funds		
2016 Entitlement Award	\$	363,306
2016-2017 Program Income (estimated)	\$	100,000
Prior Year Funds Carry-Forward (projects in progress)	\$	242,395
Repayment of CDBG funds from City	\$	136,216
Prior Program Income not allocated	\$	6,393
Total	\$	848,310

The draft 2016-2017 Annual Action Plan proposes categorical expenditures of CDBG funds as described below:

- **Obligatory Expenditures**, this is 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; and
- **Eligible Projects**, which includes infrastructure improvements, public facilities, parks, housing repair, and economic development.

Table 2 – 2016-2017 Proposed Uses of Funds

2016-2017 Proposed Uses of Funds		
Obligatory Expenditures	\$	304,427
Program Administration	\$	92,661
Public Service Program Activities	\$	69,496
Eligible Projects	\$	128,722
2015-2016 Project Carryover	\$	242,305
Program Income not allocated	\$	10,699
TOTAL USES	\$	848,310

OBLIGATORY EXPENDITURES

\$304,427

In 1996, the City of Seaside applied for and received a Section 108 Loan Guarantee to undertake a redevelopment project for the installation of public works improvements 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.

PROGRAM ADMINISTRATION

\$ 92,661

CDBG Program Administration funds will be used to plan, implement and evaluate the CDBG program. Grant management activities may include, but are not limited to, federal reporting, budget oversight, subrecipient monitoring, policy development and

writing, citizen and community outreach and coordination and supplemental grant writing to enhance CDBG funded activities.

PUBLIC SERVICE PROGRAM **\$ 69,496**

The City will allocate the full amount allowed for public services which is capped at 15% of the current entitlement and the prior plan year program income. The matrix of the Public Service projects as recommended by the Community Development Advisory Committee is explained in further detail later in this report.

ELIGIBLE PROJECTS ALLOCATION **\$ 128,722**

The estimated amount available in 2016-2017 to fund new projects is \$128,722.00. The matrix of the Public Service projects as recommended by the Community Development Advisory Committee is detailed later in this report.

PROJECT CARRYOVER **\$242,395**

This estimated amount includes projects currently in progress, including the library accessibility project, improvements to the Boys and Girls Club and Community Human Services facilities.

PROGRAM INCOME NOT ALLOCATED \$ 10,699

Miscellaneous income that can be received to the program from various sources including outstanding deferred loan payments. This income is generally used for contingencies.

CDAC RECOMMENDATIONS FOR 2016-2017 FUNDING AWARDS

Application Solicitation and Review Process

On October 28, 2015 the City published a Notice of Funding Availability which solicited applications for CDBG funded programs and projects. On November 18, 2015, a mandatory application workshop for potential applicants was held at the Oldemeyer Center. Applications were due January 15, 2016. Eight (8) applications were received. Six (6) applications were for public service programs and two (2) applications were for eligible projects. Eight (8) total organizations submitted applications. Staff reviewed applications for completeness and eligibility and an application matrix, provided as an attachment, was prepared. Staff noted that one applicant for public service programs submitted an incomplete application.

On February 3, 2016, all applications and the application matrix were provided to the Community Development Advisory Committee (CDAC) to begin its review and ranking process using the Application Ranking Sheet also provided as an attachment. The incomplete application was included in the packet for CDAC review and the CDAC members unanimously agreed with staff's determination and therefore did not recommend the applicant with the incomplete application to receive funding.

The CDAC rating sheet provides for a maximum score of 125 points available. Points were assigned by category as follows.

Table 3-Scoring Matrix

Activity meets one of the three national objectives	5 points
Serves priority services and populations	10 points
Activity need and justifications	15 points
Readiness to proceed	17 points
Cost reasonableness and effectiveness	20 points
Activity management and implementation	20 points
Experience	8 points
Past performance	10 points
Matching contributions	15 points
Application completeness	5 points

The CDAC held a special meeting on February 24, 2016 to review and rank the applications. Three CDAC members submitted their scores electronically. The meeting was the first CDAC meeting for two newly appointed members.

It should be noted that the City is obligated under a Joint Powers Authority agreement to make \$30,000 in funding available to Community Human Services(CHS). Since CHS has capital projects eligible for CDBG funding, they limited their application to the capital projects portion of the CDBG funding program, freeing up public service funding for other non-profit applicants. The Boys and Girls Club of Monterey County also limited their application to capital projects.

The CDAC noted that all public service applicants followed the request to limit their requests to an amount between \$5,000 and \$15, 000. The requests from the applicants submitting complete applications totaled \$64,000. Available funds for public service are \$69,496.

As a result, the CDAC was faced with the unique prospect of allocating more funds to the public service applicants that had submitted complete applications than they had requested.

The CDAC recommended that the scores be accepted and requested that the new members familiarize themselves with the applications and come back for another special meeting on March 14. All members would contribute their input to recommend the exact funding allocations for recommendation to City Council. On March 14, the CDAC unanimously felt that the applicants who submitted complete applications had scored so closely to each other, that all of them should equally split the excess funds.

At all CDAC meetings, the CDAC thoughtfully considered each application and took the opportunity to raise questions and concerns or need for clarifying information and was appreciative of all applicants for their service to our community.

Recommended Public Service Awards

On April 6, 2016, the CDAC met to not only review their recommendations to the Council on the award of CDBG funds for the 2016-2017 program year but review the Action Plan administrative draft. Based on its ranking of applications and the determination of priority needs, the CDAC makes the following recommendations for the award of 2016-2017 CDBG funds to be used to provide eligible public services. These awards are subject to the 15% public services cap. The CDAC public service award recommendations are listed below and outlined in more detail in the table.

1. Fully fund the \$15,000 request from Legal Services for Seniors, PLUS \$1,099.20
2. Fully fund the \$12,000 requested by the Village Project PLUS \$1,099.20
3. Fully fund the \$15,000 requested by the Community Partnership for Youth PLUS \$1,099.20
4. Fully fund the \$8,000 requested by Girls, Inc. PLUS \$1,099.20
5. Fully fund the \$14, 000 requested by the Salvation Army PLUS \$1,099.20
6. Decline to award any of the \$15,000 funding requested by the Greater Victory Temple as their application was incomplete

Recommended Eligible Project Awards

Eligible projects are CDBG funding uses reserved for project activities that do not fall under the category of Administration or Public Service. Eligible uses of CDBG funds include, but are not limited to:

1. Acquisition and disposition of real property
2. Clearance or demolition
3. Homeownership assistance
4. Rehabilitation activities
5. Public facilities and improvements
6. Special economic development activities
7. Micro-enterprise assistance.

The following is a list of ineligible uses of CDBG funds:

1. Assistance for buildings used for the general conduct of government
2. Local government expenses not directly related to the administration of the CDBG program
3. Political activities
4. Purchase of equipment and operating expenses (except in certain circumstances when related to a public service activity or special economic development activity);
5. New housing construction
6. Income payments (with certain exceptions)
7. Activities not primarily benefiting lower income Seaside households (with certain

exceptions related to elimination of blight)

Staff is estimating that by utilizing the final year of repayment of funds used in previous years to non-qualifying items in the CDBG program, \$128,722 will be available for award to eligible projects.

Based on its ranking of applications and the determination of priority needs, the CDAC makes the following recommendations for the award of 2016-2017 CDBG funds to be used for eligible projects. The CDAC project award recommendations are listed below and outlined in more detail in the following table.

1. Table 4- CDAC Recommended 2016-2017 Funding Allocation

Public Service and Projects

Category	Agency Name	Activity	Requested	
Recommended				
Public Services				
	Legal Services for Seniors	Legal Services for Seniors	\$15,000	\$16,099
	The Village Project	After School Academy-tutoring	\$12,000	\$13,099
	Community Partnership for Youth	High School Leadership Program	\$15,000	\$16,099
	Girls, Inc	After school mentoring programs	\$8,000	\$9,099
	Salvation Army	Housing Program Support	\$14,000	\$15,099
incomplete	Greater Victory Temple	Computer Lab Support	\$15,000	\$0
Subtotal public services			\$64,000	\$69,496
				-
Projects				
	Boys & Girls Club of Monterey County	Seaside Clubhouse Improvements	\$21,000	\$21,000
	Community Human Services	Genesis House Facility- 1152 Sonoma Ave. improvements	\$30,000	\$30,000
	City of Seaside	Seaside Library Accessibility Improvements	\$77,722	\$77,722
Subtotal projects			\$128,722	\$128,722

FISCAL IMPACT

There is no fiscal impact to the General plan associated with this item.

ATTACHMENTS

1. Proof of Publication October 29, 2015 NOFA and Funding Timeline
 2. Attendee Sign In Sheet Mandatory Workshop 11-18-2015
 3. 2016-2018 CDAC Individual Ranking of Applications
 4. 2016-2018 CDAC Application Scoring and Ranking Form
 5. 2016-2017 Draft Annual Action Plan
-

Reviewed for Submission to the
City Council by:



Craig Malin, City Manager

MONTEREY COUNTY
WEEKLY

668 Williams Ave (831) 394-5656
Seaside, CA 93955

Proof of publication

State of California/County of Monterey

I am a citizen of the United States and a resident of the State of California. I am over the age of 18 years and not party to or interested in the above-entitled matter.

I am the principal clerk of *Monterey County Weekly*, a newspaper of general circulation, published weekly by Milestone

Communications, Inc. in the City of Seaside, County of Monterey, and which newspaper has been adjudicated a newspaper of general circulation by the Superior Court of the County of Monterey, State of California; that the notice of which the annexed is a printed copy has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates to wit.

Oct. 29, 2015

I certify (or declare) under penalty of perjury that the foregoing is true and correct.

Name.....Linda S. Maceira.....

Signature.....*Linda S. Maceira*.....

Dated:...Oct. 29, 2015...Monterey, California



**AVISO DE FINANCIACIÓN DISPONIBLE
Y OBLIGATORIO TALLER DE
APLICACIONES 2016-2018**



SE ESTÁ AVISANDO que fondos estarán disponibles a través del Programa de Subsidios Globales para el Desarrollo Comunitario (CDBG, por sus siglas en Inglés) del 2016-2018 de la Ciudad de Seaside para organizaciones sin fin de lucro y para agencias públicas para proporcionar servicios públicos o para hacer mejoras a instalaciones públicas. El program de CDBG es autorizado bajo el Título I de la Ley de Vivienda y Desarrollo Comunitario de 1974. Los servicios y las instalaciones deben beneficiar principalmente a personas de bajos ingresos o áreas designadas como bajos ingresos.

Agencias que deseen recibir fondos de CDBG 2016-2018 de la Ciudad deben completar y presentar una aplicación. Las aplicaciones estarán disponibles en el sitio web de la Ciudad o contactándose con Sharon Mikesell, analista administrativo, por correo electrónico a smikesell@ci.seaside.ca.us o llamando al (831) 899-6734. Las aplicaciones deben ser entregadas antes del 15 de enero del 2015. No se aceptarán aplicaciones tardías.

SE ESTÁ AVISANDO que el Comité Consultivo de Desarrollo Comunitario (CDAC por sus siglas en inglés) de la Ciudad de Seaside se reunirán para sostener el Taller para Aplicaciones de CDBG del 2016-2018 el:

miércoles, 18 de noviembre del 2015, a las 6:30 p.m.
en el Cuarto Blackhorse del Centro Oldemeyer, 986 Hilby Avenue

Este taller es obligatorio para todas las agencias que deseen solicitar financiación de CDBG para 2016-2018. No se aceptarán aplicaciones de agencias que no asistan.

Las aplicaciones que atiendan a las necesidades prioritarias o que sirvan a las poblaciones prioritarias identificadas por el CDAC se clasificarán más alto que aquellos que no lo hacen. CDAC agendas se publican en la oficina de la Ciudad de Seaside, en la Biblioteca Pública de Seaside, y en el sitio web de la Ciudad.

Por favor, tenga en cuenta las siguientes fechas importantes para fondos CDBG 2016-2018. Las fechas están sujetas a cambio con previo aviso.

- nov. 12, 2015 Aplicaciones de CDBG disponibles
- nov. 18, 2015 Taller obligatorio para los solicitantes de CDBG
- enero 15, 2016 Las aplicaciones de CDBG se deben entregar
- abril 21, 2016 El Concilio de la Ciudad escucha las recomendaciones de CDAC y el borrador del Plan de Acción anual CDBG
- abril 2016 Período de comentario público de 30 días
- mayo 15, 2016 Entregar el Plan de Acción a HUD

Para información adicional o para ser agregado(a) a la lista de los interesados en fondos CDBG, por favor llame a la Ciudad de Seaside al (831) 899-6734. Comentarios escritos o preguntas pueden ser enviados a Sharon Mikesell, analista administrativo, Ciudad de Seaside, 440 Harcourt Avenue, Seaside, CA 93955 o via correo electrónico a smikesell@ci.seaside.ca.us.

El taller para aplicaciones se realizará en inglés. Si necesita un traductor, por favor contacte a la secretaria de la Ciudad en lmilton@ci.seaside.ca.us o (831) 899-6707, no menos de dos días de trabajo antes del taller para hacer los arreglos necesarios.

En cumplimiento de la Ley de Estadounidenses con Discapacidades (ADA), la Ciudad de Seaside no discrimina a las personas con discapacidades y es una instalación accesible. Cualquier persona con una discapacidad que requiere una modificación o acomodo para poder participar en este taller se le pide que llame a la oficina de la Secretaría Municipal a lmilton@ci.seaside.ca.us o al (831) 899-6707, no menos de dos días de trabajo antes del taller para permitir hacer los arreglos razonables.

Dispositivos de audición asistidos también están disponibles bajo petición.

MONTEREY COUNTY
WEEKLY

668 Williams Ave (831) 394-5656
Seaside, CA 93955

Proof of publication

State of California/County of Monterey

I am a citizen of the United States and a resident of the State of California. I am over the age of 18 years and not party to or interested in the above-entitled matter.

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Oct. 29, 2015

I certify (or declare) under penalty of perjury that the foregoing is true and correct.

Name.....Linda S. Maceira.....

Signature.....*Linda S. Maceira*.....

Dated: ...Oct. 29, 2015...Monterey, California



**NOTICE OF FUNDING AVAILABILITY
& MANDATORY 2016-2018 • CDBG APPLICATION
WORKSHOP**



NOTICE IS HEREBY GIVEN that funding will be made available through the City of Seaside's 2016-2018 Community Development Block Grant (CDBG) program for nonprofit organizations and public agencies to provide public services or make improvements to public facilities. The CDBG program is authorized under Title 1 of the Housing and Community Development Act of 1974. Services and facilities must primarily benefit low-income persons or designated low-income areas.

Agencies wishing to receive 2016-2018 CDBG funding from the City must complete and submit an application. Applications will be made available on the City's website or by contacting Sharon Mikesell, Administrative Analyst, by email at smikesell@ci.seaside.ca.us or calling (831) 899-6883. Applications will be due January 15, 2016. No late applications will be accepted.

NOTICE IS HEREBY GIVEN that the Community Development Advisory Committee (CDAC) of the City of Seaside will meet to hold the 2016-2018 CDBG Application Workshop on:

Wednesday, November 18, 2015, at 6:30 p.m.
Blackhorse Room of the Oldemeyer Center, 986 Hilby Avenue

This workshop is mandatory for all agencies who wish to apply for 2016-2018 CDBG funding. Applications from agencies who do not attend will not be accepted.

Applications that address the priority needs or serve the priority populations identified by the CDAC will be ranked higher than those that do not.

CDAC agendas are posted at Seaside City Hall, at the Seaside Public Library, and on the City's website. Please note the following important dates for 2016-2018 CDBG funding. Dates are subject to change with notice.

- Nov. 12, 2015 CDBG applications available
- Nov. 18, 2015 Mandatory CDBG application workshop
- Jan. 15, 2016 CDBG applications due
- April 21, 2016 City Council hears CDAC recommendations and considers draft annual CDBG Action Plan
- April 2016 30-day public comment period
- May 15, 2016 Action Plan due to HUD

For more information or to be included on the CDBG interest list, please call the City of Seaside at (831) 899-6734. Written comments or questions may be sent to Sharon Mikesell, Administrative Analyst, City of Seaside, 440 Harcourt Avenue, Seaside, CA 93955 or by e-mail to smikesell@ci.seaside.ca.us.

The application workshop will be conducted in English. If you require a translator, please contact the office of the City Clerk at lmilton@ci.seaside.ca.us or (831) 899-6707, no fewer than two business days prior to the workshop to make the necessary arrangements. In compliance with the Americans with Disabilities Act (ADA), the City of Seaside does not discriminate against persons with disabilities and is an accessible facility. Any person with a disability who requires a modification or accommodation to be able to participate in this workshop is asked to contact the office of the City Clerk at lmilton@ci.seaside.ca.us or (831) 899-6707, no fewer than two business days prior to the workshop to allow for reasonable arrangements.

Assisted listening devices are also available upon request.

APPLICATION WORKSHOP
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM
 FY 2016-2017 and 2017-2018 (July 1, 2016 – June 30, 2018)

WEDNESDAY, NOVEMBER 18, 2015, AT 6:30PM, IN THE OLDEMEYER CENTER – SIGN IN SHEET

Name	Organization Name	Address	ZIP Code	Email Address	Applying for \$? Yes or No
1. Angelia Britz	GVT	1620 Broadway	93955	guteducation1@yahoo.com	Yes
2. Patty Fernandez	Girls Inc. of the Central Coast	318 Cayuga St Suite 101H Salinas CA 93901		pattygirlsincc@gmail.com	Yes
3. Philip Seiger	LEGAL SERVICES FOR FOP	SEASIDE CA 93955 915 HILBY AVE #2	93955	philip@lssnc.net	Yes!
4. Marta Sullivan	Community Services Genesis House	1152 SOMA	93955	msullivan@chservices.org	Yes
5. Andrew Willett	Seaside High Robotics Club	2280 N. Main Avenue	93955	daybo54171@gmail.com	yes
Roni Johnson	BOYS & GIRLS CLUBS OF MONTEZUMA COUNTY	1332 LA SALLE AVE SEASIDE	93955	rjohnson@bgcm.org	YES
Maja Willett	Seaside High Robotics	2100 COE #124 Seaside	93955		no

8. Phaire Hastings	CPY	7754 Humboldt #101 #2	93955	keppel@cpy.org	yes
9. Carl Braginsky	Salvation Army	1491 Contra Costa	93955	carl.braginsky@ww-salvationarmy.org	yes
10. Rebecca Picken	CDAE	1278 Wanda	93955	seaside-rebecca@hotmail.com	no
11. Kelly Vásquez	CCCIL	318 Cayuga St. Salinas 93901	93901	kvasquez@cccil.org	yes
12. Leslie Llanto	CITY OF SEASIDE	404 440 Harecourt	93950	lllanto@ci.seaside.ca.us	Yes
13. Monica Mapp	The Village Project	1069 Broadway Seaside - CA	93955	mel@villageprojectinc.com	Yes

Applicant Program Requested Amount			Community Partnership for Youth HS Leadership Program \$15,000				Girls Inc. of the Central Coast Afterschool Leadership Mentoring \$8,000				Greater Victory Temple The Technology Center \$15,000				Legal Services for Seniors Legal Services for Seniors \$15,000				
			JF	SH	JP	Average	JF	SH	JP	Average	JF	SH	JP	Average	JF	SH	JP	Average	
1	The activity meets one of the three National Objectives:	5	5	5	5.00	5	5	5	5.00	5	5	5	5.00	5	5	5	5.00		
2	Serving Priority Services and Populations	10	10	8	10	9.33	10	10	10	10.00	0	0	0	-	10	10	6	8.67	
3	Activity Need and Justification	15	12	13	10	11.67	9	12	11	10.67	0	0	0	-	13	13	7	11.00	
4	Readiness to Proceed	17	17	17	17	17.00	17	17	17	17.00	0	0	0	-	17	17	17	17.00	
5	Cost Reasonableness and Effectiveness	20	20	20	17	19.00	18	18	18	18.00	5	5	5	5.00	20	20	8	16.00	
6	Activity Management and Implementation	20	20	20	20	20.00	20	20	20	20.00	0	0	0	-	20	20	17	19.00	
7	Experience	8	8	8	8	8.00	8	8	8	8.00	0	0	0	-	8	8	8	8.00	
8	Past Performance	10	10	10	10	10.00	10	10	10	10.00	0	0	0	-	10	10	10	10.00	
9	Matching Contributions	15	13	13	13	13.00	13	13	13	13.00	6	6	6	6.00	13	13	13	13.00	
10	Application Completeness	5	5	5	5	5.00	5	5	5	5.00	0	0	0	-	5	5	5	5.00	
Column sum			125	120	119	115	118.00	115	118	117	116.67	16	16	16	16.00	121	121	96	112.67

Applicant Program Requested Amount		The Salvation Army Monterey Corps Housing Program \$14,000				The Village Project, Inc. Education & Cultural Enrichment \$12,000				Boys & Girls Club of Monterey Seaside Clubhouse Improvements \$21,000				Community Human Services Genesis House Facility-1152 \$30,000				
		JF	SH	JP	Average	JF	SH	JP	Average	JF	SH	JP	Average	JF	SH	JP	Average	
1	The activity meets one of the three National Objectives:	5	5	5	5.00	5	5	5	5.00	5	5	5	5.00	5	5	5	5.00	
2	Serving Priority Services and Populations	10	8	10	8.67	10	10	10	10.00	10	10	10	10.00	10	10	10	10.00	
3	Activity Need and Justification	15	10	8	11	9.67	10	13	10	11.00	7	10	8	8.33	12	7	11	10.00
4	Readiness to Proceed	17	17	17	17.00	17	17	17	17.00	17	17	17	17.00	17	17	17	17.00	
5	Cost Reasonableness and Effectiveness	20	18	16	18	17.33	17	17	16	16.67	18	18	13	16.33	16	16	14	15.33
6	Activity Management and Implementation	20	20	20	20.00	20	20	20	20.00	20	20	20	20.00	20	20	20	20.00	
7	Experience	8	8	8	5	7.00	8	8	8	8.00	5	8	8	7.00	5	8	8	7.00
8	Past Performance	10	10	10	10	10.00	10	10	10	10.00	10	10	10	10.00	10	10	10	10.00
9	Matching Contributions	15	13	13	13	13.00	13	13	13	13.00	13	13	13	13.00	13	13	13	13.00
10	Application Completeness	5	5	5	5	5.00	5	5	5	5.00	5	5	5	5.00	5	5	5	5.00
Column sum		125	114	112	112	112.67	115	118	114	115.67	110	116	109	111.67	113	111	113	112.33

**City of Seaside - Community Development Advisory Committee
2016-18 CDBG Application Scoring and Ranking Form**

						The activity meets one of the three National Objectives: Serving Priority Services and Populations Activity Need and Justification Readiness to Proceed Cost Reasonableness and Effectiveness Activity Management and Implementation Experience Past Performance Matching Contributions Application Completeness										
Type	Applicant	Program	Current Request	Priority Need	Total score	1	2	3	4	5	6	7	8	9	10	
Public Service																
	Community Partnership for Youth	HS Leadership Program	\$15,000	After-school Enrichment	118.00	5.00	9.33	11.67	17.00	19.00	20.00	8.00	10.00	13.00	5.00	
	Girls Inc. of the Central Coast	Afterschool Leadership Mentoring Programs	\$8,000	After-school Enrichment	116.67	5.00	10.00	10.67	17.00	18.00	20.00	8.00	10.00	13.00	5.00	
	Greater Victory Temple	The Technology Center	\$15,000	After-school Enrichment	16.00	5.00	-	-	-	5.00	-	-	-	6.00	-	
	Legal Services for Seniors	Legal Services for Seniors	\$15,000	Seniors	112.67	5.00	8.67	11.00	17.00	16.00	19.00	8.00	10.00	13.00	5.00	
	The Salvation Army	Monterey Corps Housing Program	\$14,000	Housing	112.67	5.00	8.67	9.67	17.00	17.33	20.00	7.00	10.00	13.00	5.00	
	The Village Project, Inc.	Education & Cultural Enrichment Academy	\$12,000	After-school Enrichment	115.67	5.00	10.00	11.00	17.00	16.67	20.00	8.00	10.00	13.00	5.00	
Total				\$79,000												
Average					98.61	5.00	7.78	9.00	14.17	15.33	16.50	6.50	8.33	11.83	4.17	
Public Facility																
	Boys & Girls Club of Monterey County	Seaside Clubhouse Improvements	\$21,000	Improvements to Facilities	111.67	5.00	10.00	8.33	17.00	16.33	20.00	7.00	10.00	13.00	5.00	
	Community Human Services	Genesis House Facility-1152 Sonoma Ave.	\$30,000	Improvements to Facilities	112.33	5.00	10.00	10.00	17.00	15.33	20.00	7.00	10.00	13.00	5.00	
Total				\$51,000												
Average					112.00	5.00	10.00	9.17	17.00	15.83	20.00	7.00	10.00	13.00	5.00	

Annual Action Plan



2016-2017

City of Seaside Community Development Block Grant Program

Public comment period
April 7-May 7, 2016

PUBLIC REVIEW DRAFT

Executive Summary

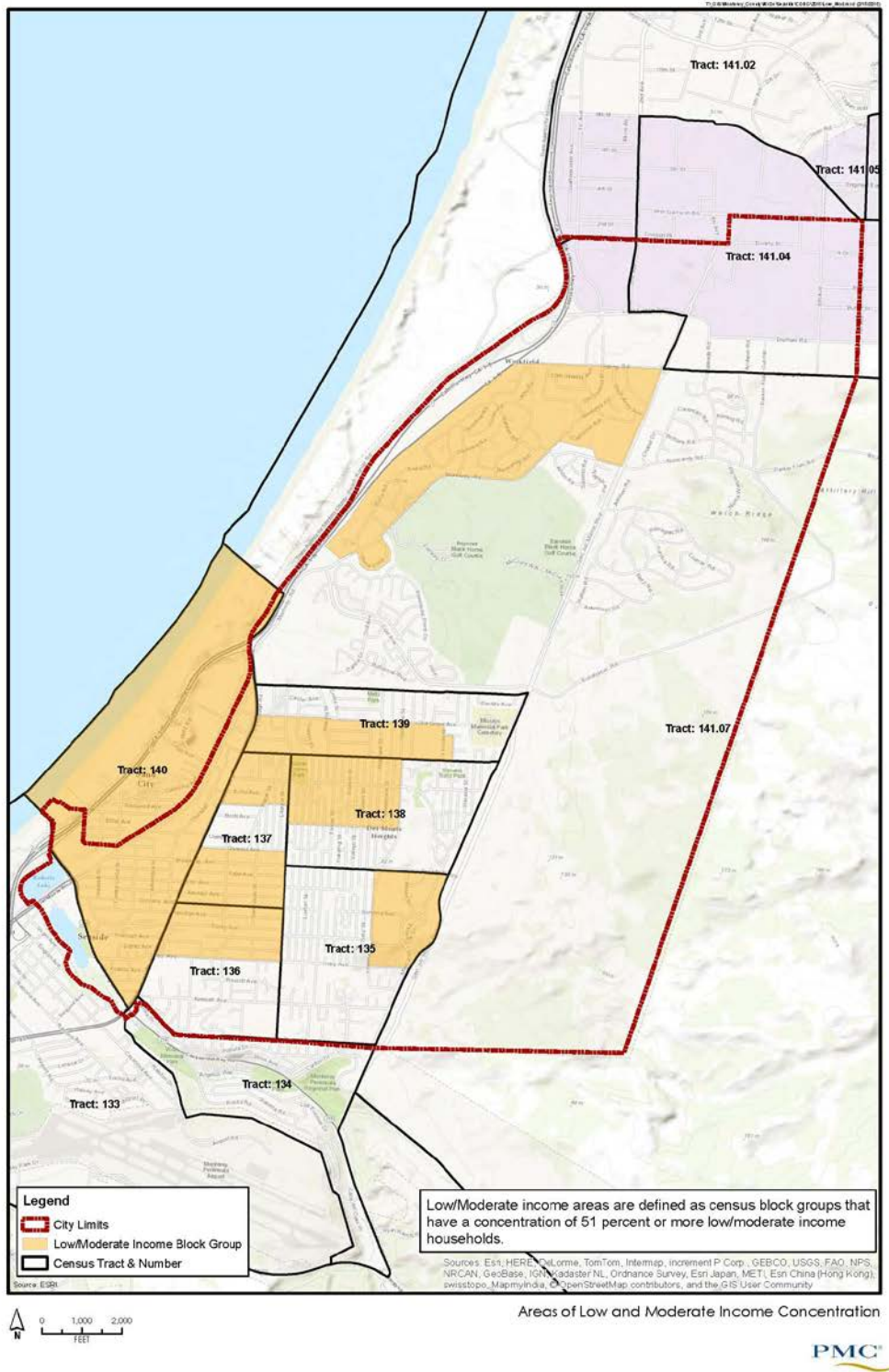
AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

The City of Seaside (City) is an entitlement jurisdiction that receives federal funds from the US Department of Housing and Urban Development (HUD) to invest in local communities. In the 2016-2017 program year, the City expects to receive approximately \$363,306 in HUD funding under the Community Development Block Grant (CDBG) Program, which is designed to assist low and moderate income (LMI) households. The City also expects to receive another \$100,000 in program income for a land lease payment. The Annual Action Plan must also address special needs identified as the needs of the elderly, persons with disabilities, homeless individuals, and others. The 2016-2017 Annual Action Plan is the second annual plan implemented as part of the City's 2015-2020 Consolidated Plan.

The City has experienced a significant reduction in revenue over the past seven years. These include general revenues and special funds. These reductions have impacted the general operations of the City as well as the City's ability to implement housing and community and economic development activities. One of the most significant losses has been the statewide elimination of Redevelopment Agencies. The loss of this funding stream has had a disproportionate impact on housing and community development. Redevelopment Agency funds formerly 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.

Faced with reduced resources, the City has made the choice to focus CDBG resources where the need is greatest. During the public outreach for the 2015-2020 Consolidated Plan the community identified areas of need to be infrastructure and facilities improvements in low income areas, including street and park accessibility improvements, and providing essential public services for youth and seniors. Activities such as the development of affordable housing and rental housing subsidy are beyond the scope of available resources.



Low and Moderate Census Tracts in Seaside

Annual Action Plan
2016

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2. Summarize the objectives and outcomes identified in the Plan

The public participation process identified many target groups and needs of the community during the September 16, 2015 Community Workshop. Target populations include low income areas, seniors, youth, persons with disabilities and homeless.

The following projects are outlined in the 2016-2017 Annual Action Plan:

Boys & Girls Club Exterior Facility Improvements

Genesis House Kitchen Improvements

Seaside Library ADA Improvements

Salvation Army Housing Support Program

Girls Inc. After School Leadership Mentoring

The Village Project – Mae C. Johnson Education and Cultural Enrichment Academy

Legal Services for Seniors

Community Partnership for Youth

These projects are intended to assist low- and moderate-income persons and neighborhoods by providing a suitable living environment through improving access and removing barriers to public facilities and improving access and removing barriers to social services. The public participation process identified many target groups and needs of the community during the September 16, 2015 Community Workshop. Target populations include low income areas, seniors, youth, persons with disabilities, homeless, persons with disabilities.

3. Evaluation of past performance

The City's CDBG program faces the challenges of shrinking grant funds and staffing turnover. The City continues to be impacted by the loss of redevelopment funding and a reduction in overall grant dollars received. The City continues to rely on contract staffing to supplement management of the CDBG grant program.

The Community Development Advisory Committee (CDAC) has steadily increased their involvement. In 2012, the CDAC was formed as part of the City's Citizen Participation Plan. The six current CDAC members meet monthly as an active and visible part of the planning and management for CDBG funds, providing valuable feedback to staff and ensuring citizen participation.

The City has successfully administered funding for programs and projects that will be reported in the CAPER this fall.

Genesis House	ADA Improvements
Boys & Girls Club	Public Facility Improvements
Seaside Library	ADA Accessibility Improvements
Park and Recreational	Public Facility Improvements
Public Services	Seniors
	Youth
	Homeless
	Persons with Substance Abuse Issues
	Persons Suffering with Mental Illness

Table 1 - Successful CDBG Programs and Projects Funded in the Past Year

4. Summary of Citizen Participation Process and consultation process

On August 27, 2015 the City published an Annual Planning Notice and Notice of CAPER publication in the **Monterey County Weekly** in both English and Spanish.

On September 16, 2015 the Community Development Advisory Committee (CDAC) held the Annual Community Needs Assessment workshop to assess the housing and community development needs in the community of Seaside.

On October 29, 2015 a Notice was published in both English and Spanish regarding the Notice of Funds Availability (NOFA) and the Mandatory 2016-2018 CDBG Application Workshop to be held on Wednesday, November 18 at 6:30 PM in the Blackhorse Room at the Oldermeyer Center 986 Hilby Avenue.

On November 12, 2015 CDBG Applications were released

On November 18, 2015 the Mandatory CDBG Application workshop was held and ten (10) organizations participated.

January 15, 2016 at 5pm CDBG applications were due

February 3, 2016 CDAC received copies of the Applications and instructions for ranking

February 24, 2016 CDAC discussed their individual rankings and approved their scoring.

March 14, 2016 CDAC made recommendations for the use of 2016-2017 CDBG funding.

April 6, 2016 CDAC reviewed draft Annual Action Plan

April 7, 2016 the Notice was published in Monterey County Weekly soliciting public comments on AAP and draft AAP released. Public Comment period 4/7 to 5/7/16

May 5, 2016 the City Council held a public hearing and adopted the 2016-2017 Annual Action Plan

May 15, 2016 Action Plan Due to HUD

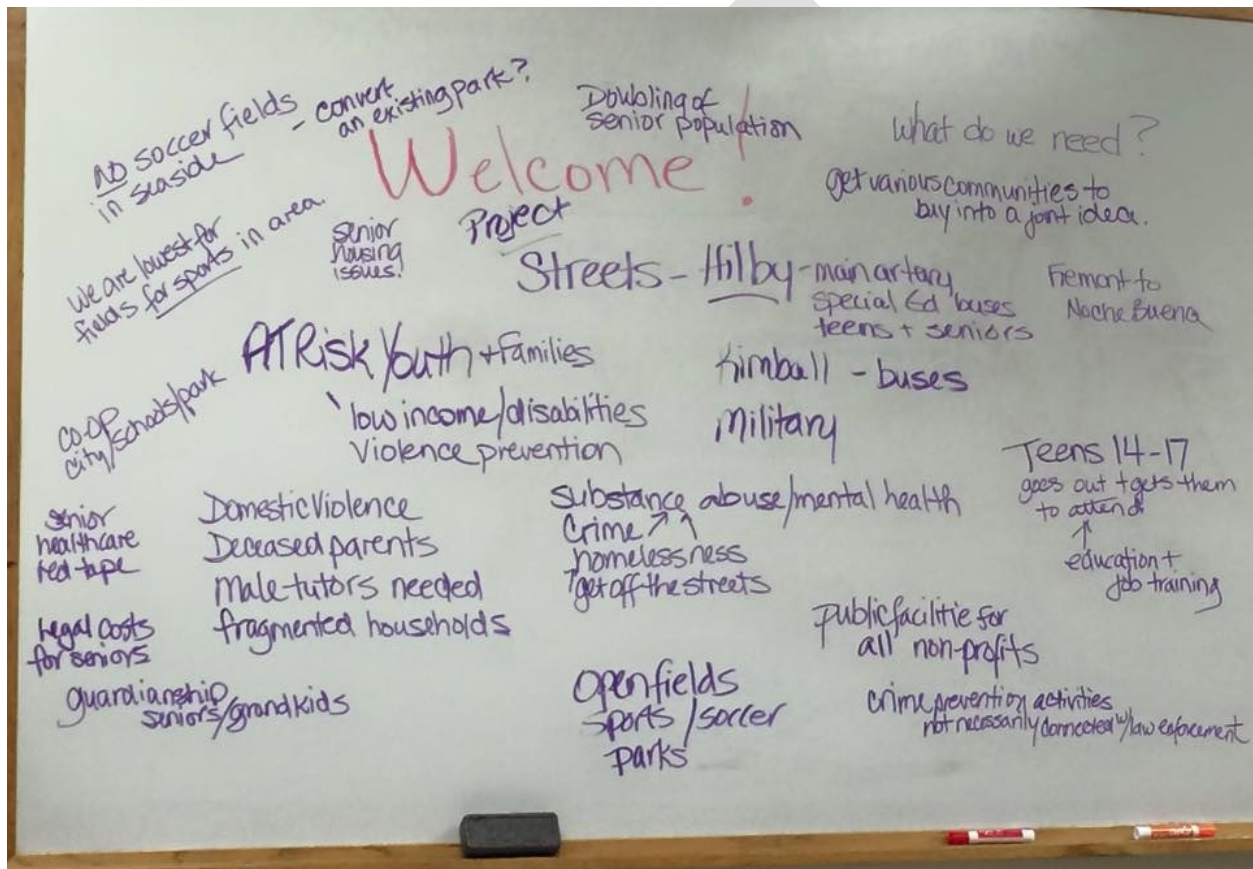


Photo of Whiteboard from Community Workshop

CDBG COMMUNITY NEEDS ASSESSMENT WORKSHOP

The City of Seaside Community Development Advisory Committee invites you to the annual planning community workshop for the Community Development Block Grant (CDBG) Program.



CDBG funds are provided to the City through the Department of Housing and Urban Development (HUD).

This workshop is part of the annual planning process for CDBG funding.



AT THIS WORKSHOP, WE WILL:

- Discuss the eligible uses of CDBG funds.
- Describe the annual planning process.
- Describe uses in prior years.
- Explain the five-year priority needs.
- Establish the priority needs that will direct 2016–17 and 2017–18 CDBG funding.

DATE: **WEDNESDAY,
SEPTEMBER 16, 2015**

TIME: **6:30 PM**

PLACE: **OLDEMEYER CENTER
BLACKHORSE ROOM
986 HILBY AVENUE**

All interested citizens and agencies are encouraged to attend.

COME HELP YOUR CITY PLAN FOR THE FUTURE!



In compliance with the Americans with Disabilities Act (ADA), the City of Seaside does not discriminate against persons with disabilities and is an accessible facility. Any person with a disability who requires a modification or accommodation to be able to participate in this meeting is asked to contact the office of the City Clerk at lmilton@ci.seaside.ca.us or 899-6707, no fewer than two business days prior to the meeting to allow for reasonable arrangements. Agenda-related writings or documents provided to the Community Development Advisory Committee are available for public inspection during the meeting or may be requested from the office of the City Clerk.

If you would like more information regarding the workshop, please contact Sharon Mikesell at (831) 899-6734 or via e-mail at SMikesell@ci.seaside.ca.us.

*Para información en español, llame a Rosa Camacho-Chavez al (831) 383-7987 o a través de e-mail a rcamacho@mbakerintl.com.
Traducción al español estará disponible para este taller.*

City of Seaside, 440 Harcourt Ave, Seaside, CA 93955 • www.ci.seaside.ca.us

Needs Assessment Workshop Flyer-English

Annual Action Plan
2016

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TALLER DE CDBG SOBRE LA EVALUACIÓN DE NECESIDADES DE LA COMUNIDAD

El Comité Consultivo de Desarrollo Comunitario de la Ciudad de Seaside le invita al taller comunitario anual de planificación para el Programa de Subsidios Globales para el Desarrollo Comunitario (CDBG).



Fondos del programa de CDBG son proporcionados a la Ciudad a través del Departamento de Vivienda y Desarrollo Urbano (HUD).

Este taller forma parte del proceso de planificación anual de fondos CDBG.



EN ESTE TALLER, VAMOS A:

- Analizar los usos elegibles de los fondos de CDBG.
- Describir el proceso de planificación anual.
- Describir los usos en años anteriores.
- Explicar las necesidades prioritarias de cinco-años.
- Establecer las necesidades prioritarias que dirigirán los fondos CDBG del 2016–17 y 2017–18.

FECHA: **MIÉRCOLES,
16 DE SEPTIEMBRE, 2015**

HORA: **6:30 PM**

LUGAR: **OLDEMEYER CENTER
BLACKHORSE ROOM
986 HILBY AVENUE**

Se les anima a todos los ciudadanos y agencias interesadas a asistir.

¡VENGA A AYUDARLE A SU CIUDAD A PLANEAR PARA EL FUTURO!



En cumplimiento con la Ley de Estadounidenses con Discapacidades (Americans with Disabilities Act, ADA, en inglés), la Ciudad de Seaside no discrimina contra las personas con discapacidad y es una instalación accesible. Cualquier persona con una discapacidad que requiera una modificación o adaptación para poder participar en este taller se le pide que se ponga en contacto con la oficina de la Secretaria de la Ciudad al lmilton@ci.seaside.ca.us o 899-6707, no menos de dos días hábiles de anticipación a la sesión para dar tiempo a hacer arreglos razonables.

Escrituras relacionadas con el programa o documentos aportados al Comité Consultivo de Desarrollo Comunitario están disponibles para inspección del público durante la reunión, o pueden ser solicitados por la oficina de Secretarí de la Ciudad.

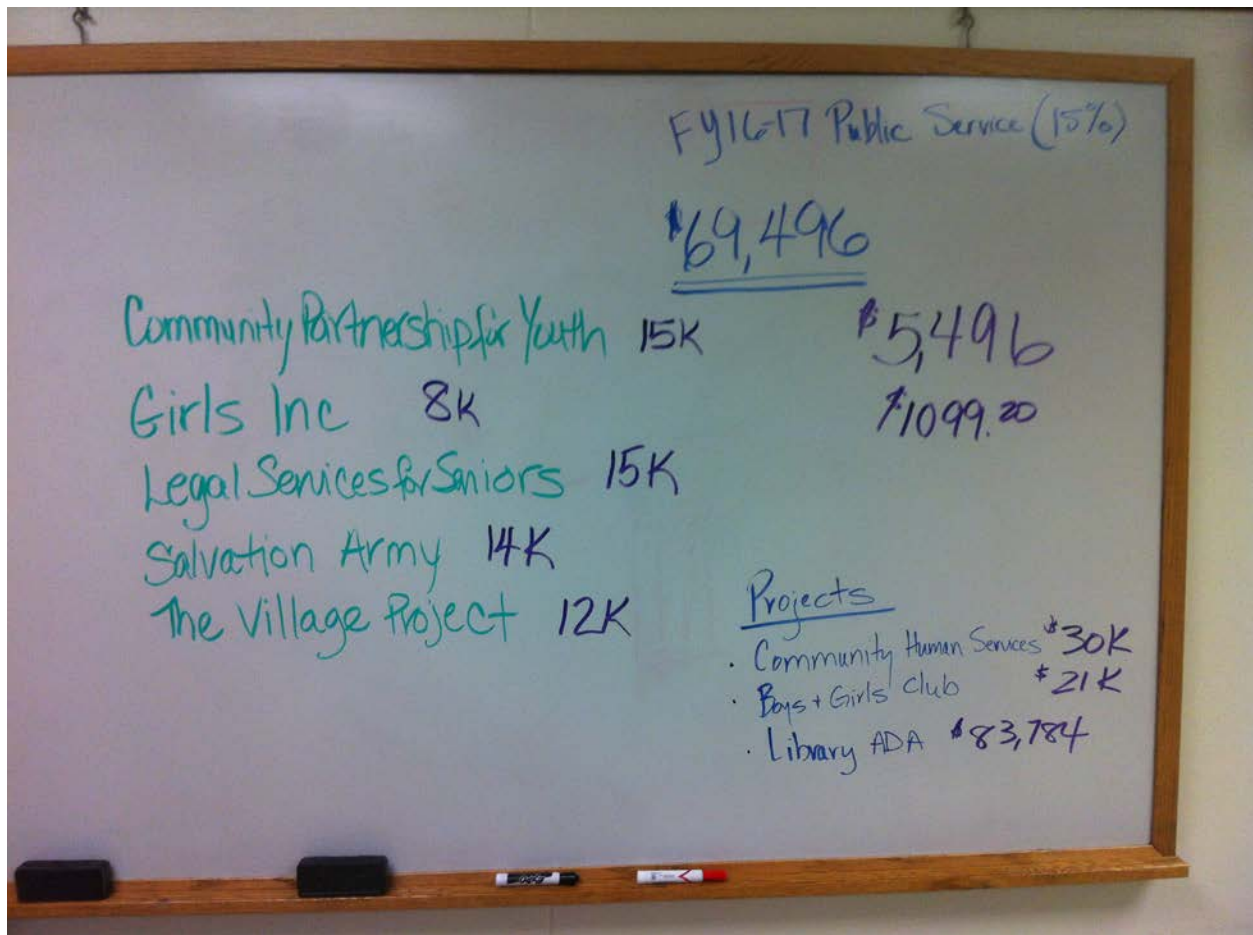
Si desea obtener más información acerca del taller, por favor póngase en contacto con Rosa Camacho-Chavez al (831) 383-7987 o vía correo electrónico en rcamacho@mbajkerintl.com.

City of Seaside, 440 Harcourt Ave, Seaside, CA 93955 • www.ci.seaside.ca.us

Needs Assessment Workshop Flyer-Spanish

Annual Action Plan
2016

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March 14 CDAC-Brainstorming subrecipient allocations

5. Summary of public comments

to be filled in at the end of the comment period

6. Summary of comments or views not accepted and the reasons for not accepting them

to be filled in at the end of the comment period

7. Summary

The 2016-2017 Annual Action Plan has limited projects as a large Section 108 loan repayment is due. Public Service recipients were pleasantly surprised as there was more funding available to them due to limited application submittals from organizations. All public service recipients filing complete applications were allocated more funding than they requested.

PR-05 Lead & Responsible Agencies – 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	SEASIDE	Resource Management Services Department

Table 2 – Responsible Agencies

Narrative (optional)

The City of Seaside Resource Management Services Department serves as the lead agency for the administration of CDBG funds

Consolidated Plan Public Contact Information

Sharon Mikesell, Administrative Analyst

City of Seaside

440 Harcourt Avenue

Seaside, CA 93955 831-899-6734

AP-10 Consultation – 91.100, 91.200(b), 91.215(I)

1. Introduction

The City of Seaside worked with the Coalition of Homeless Services Providers (Monterey County's designated Continuum of Care (CoC) lead agency), the Monterey County Housing Authority Development Corporation (HDC), housing and service providers, and other local jurisdictions to develop the Annual Action Plan, as described below.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I))

Seaside's Community Development Advisory Committee meets the 3rd Wednesday of the month and welcomes participation from both public and assisted housing providers and health, mental health and service providers. Workshops are advertised in the Monterey County Weekly in both English and Spanish and posted on the City website and other locations around town. Individuals wishing to receive emails can request to be added to a list for meeting reminders. The Committee is made up of John Francis, Sue Hawthorne, Sharrline Napoleon, Jessica Piombo, Rebecca Pieken and Clementine Bonner Klein. The goal of the Committee is to improve coordination between housing and service providers and to leverage partnerships to improve access to public services.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

The CoC's Coordinator and the Coalition of Homeless Services Providers (CHSP) recently completed a 10 Year Strategy to End Homelessness, which involved extensive collaboration with the City of Seaside. The City coordinates homeless prevention strategies with the CoC and CHSP. A key element of this strategy is connecting those discharged from public institutions to assistance from agencies addressing housing, health,

social services, employment, education and youth needs. The City also coordinates plans for providing the most needed housing for those who are homeless or at risk of homelessness. The City primarily relies on the CHSP, Monterey County and nonprofit groups to perform social services functions for homeless persons.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

The City of Seaside does not receive ESG funds from HUD. The City relies on the County of Monterey and nonprofit groups to perform these social service functions.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities

Table 3 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	Legal Services for Seniors
	Agency/Group/Organization Type	Services-Elderly Persons
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homelessness Needs - Veterans Non-Homeless Special Needs Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Legal Services for Seniors regularly has a representative at CDAC meetings and workshops and actively participates in all topic discussions.
2	Agency/Group/Organization	Community Partnership for Youth
	Agency/Group/Organization Type	Services-Children

	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	CPY regularly has a representative at CDAC meetings and workshops and actively participates in discussions of all topics.
3	Agency/Group/Organization	Boys and Girls Club of Monterey County
	Agency/Group/Organization Type	Services-Children
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Boys and Girls Club of Monterey County regularly has a representative at CDAC meetings and workshops and participates in discussions of all topics.
4	Agency/Group/Organization	Greater Victory Temple Church of God in Christ
	Agency/Group/Organization Type	Services-Children Services-Elderly Persons Services-Education
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	A representative from Greater Victory Temple participated in the CDBG application workshop in November 2015.
5	Agency/Group/Organization	Girls, Inc. of the Central Coast
	Agency/Group/Organization Type	Services-Children Services-Education

	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	A representative from Girls Inc. has participated in CDAC meetings and workshops as well as discussion of all topics covered.
6	Agency/Group/Organization	Community Human Services
	Agency/Group/Organization Type	Services - Housing Services-Health
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	A representative from Community Human Services regularly attends CDAC meetings and workshops and participates in all discussion topics.
7	Agency/Group/Organization	Seaside High School Robotics Club
	Agency/Group/Organization Type	Services-Children Services-Education
	What section of the Plan was addressed by Consultation?	Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Representatives from the Seaside High Robotics Club attended the CDBG application workshop in November 2015.
8	Agency/Group/Organization	Salvation Army Monterey Peninsula Corps
	Agency/Group/Organization Type	Housing Services - Housing

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Salvation Army has increased their participation at CDAC meetings during the past year and has attended meetings and workshops, participating in discussions of all topics.
9	Agency/Group/Organization	The Village Project, Inc.
	Agency/Group/Organization Type	Services-Children Services-Education
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Village Project regularly has a representative in attendance at CDAC meetings and workshops and participates in discussion of all topics.
10	Agency/Group/Organization	CENTRAL COAST CENTER FOR INDEPENDENT LIVING
	Agency/Group/Organization Type	Services-Persons with Disabilities Services-Health
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	A representative from the CCCIL attended the CDBG application workshop in November 2015.

Identify any Agency Types not consulted and provide rationale for not consulting

All agencies and individuals are welcome to participate in CDAC meetings and workshops or attend City Council public hearings and presentations.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Coalition of Homeless Services Providers	Homelessness Strategy Homeless Needs /Chronically homeless Homeless Needs /Families with children Homelessness Needs /Veterans Homelessness Needs /Unaccompanied youth

Table 4 – Other local / regional / federal planning efforts

Narrative (optional)

AP-12 Participation – 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

Planning and Community workshop for the 2016-2018 Fiscal Years was held Wednesday, September 16, 2015 at 6:30 PM in the Blackhorse Room of the Oldemeyer Center, 986 Hilby Avenue, Seaside, CA. The workshop solicited public comment on the priority needs to direct 2016-2018 CDBG Funding. An application workshop was held Wednesday, November 18, 2015 at the Oldemeyer Center and was mandatory for any groups seeking subrecipient funding.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Newspaper Ad	Non-English Speaking - Specify other language: Spanish	Newspaper Ads in both English and Spanish were published for the two workshops.	No additional comments were received outside of the meeting itself		

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Public Meeting	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	The September 16 workshop was well attended, sign ins were not mandatory.	Please see whiteboard comments illustrated in this document	All comments were encouraged and appreciated	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
3	Public Meeting	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	13 people signed in for the November 18, 2015 Application workshop	Comments and questions were directed to the application process and most were procedural and not about the program	All comments are welcomed and appreciated.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
4	Public Hearing	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	A public hearing was held May 5, 2016 to review the Annual Action Plan prior to submission to HUD		All comments are welcomed and appreciated	

Table 5 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources – 91.220(c) (1, 2)

Introduction

The City anticipates an award of CDBG funds in the amount of \$363,306. The City's CDBG program also plans to receive \$100,000 in program income from a land lease with Embassy Suites. The City does not anticipate other program income as it is not regular enough to provide a reasonable annual estimate. The City will be repaying \$136,236 to the program funds in 2016.

Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	363,306	239,216	0	602,522	0	

Table 6 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

No additional resources have been identified. The CDBG program has no matching requirement.

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

As of the writing of the Annual Plan, there was not anticipated to be any publicly owned land or property within the City that would be used to address identified needs.

Discussion

Annual Goals and Objectives

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Enhance Access to Social Services	2015	2019	Homeless Non-Housing Community Development			CDBG: \$69,646	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 13 Households Assisted
2	Improve Accessibility for Persons w/ Disabilities	2015	2019	Non-Housing Community Development		Infrastructure	CDBG: \$81,938	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 500 Persons Assisted
3	Construct or Upgrade Public Facilities	2015	2019	Non-Housing Community Development		Public Facilities	CDBG: \$51,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 1200 Persons Assisted Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 130 Households Assisted

Table 7 – Goals Summary

Goal Descriptions

1	Goal Name	Enhance Access to Social Services
	Goal Description	Public Service activities other than Low/Moderate income Housing. Benefit 500 persons assisted.
2	Goal Name	Improve Accessibility for Persons w/ Disabilities
	Goal Description	Public facility or infrastructure activities other than low/moderate income housing benefit. Accessibility improvements for the Seaside Library
3	Goal Name	Construct or Upgrade Public Facilities
	Goal Description	Public facility of infrastructure activities other than low/moderate income housing benefit. Improvements to various public facilities.

Table 8 – Goal Descriptions

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b):

The Salvation Army public service activity will assist 38 households with housing, including 120 adults and children. The Community Human Services public facilities project will assist 130 persons by providing access to a local residential substance abuse treatment and recovery program serving several target populations including individuals with HIV/AIDS and homeless. (170 total persons)

AP-35 Projects – 91.220(d)

Introduction

The activities to be undertaken during 2016-2017 are summarized below. All activities identified are expected to be completed no later than June 30, 2017. All beneficiaries target primarily low/moderate income households. The Salvation Army Housing Program targets homeless.

#	Project Name
1	General Administration
2	Section 108 Loan Repayment
3	Boys and Girls Club Exterior Facility Improvement
4	Genesis House-Kitchen Improvements
5	Seaside Library ADA Improvements
6	Salvation Army Housing Program Support
7	Girls Inc. After School Leadership Mentoring
8	The Village Project-Mae C. Johnson Education and Cultural Enrichment Academy
9	Legal Services for Seniors
10	Community Partnership for Youth

Table 9 – Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

There are several constraints to meeting the needs of target income residents and the primary obstacle has been a lack of funding to fully address all needs. The City has encouraged the Public Services applicants to request funding between \$5,000 and \$15,000 for a commitment to a level of support justifying the administrative requirements, while also allowing multiple organizations to participate. The applicants responded to the suggestion positively and all applicants requested funds within the recommended range. All requests from non-profit applicants submitting complete applications were fully funded. Since the scoring of the applications was very close and more funding was available than requested, the five public service applicants submitting complete applications were recommended by the CDAC to equally divide the funding in excess of the requests. As a result, the public service funding amounts range from \$9,099.20 to \$16,099.20.

Projects

AP-38 Projects Summary

Project Summary Information

Table 10 – Project Summary

1	Project Name	General Administration
	Target Area	
	Goals Supported	
	Needs Addressed	
	Funding	CDBG: \$92,661
	Description	Administrative Costs for the City of Seaside CDBG Program
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	Administration of the CDBG program for the City of Seaside
2	Project Name	Section 108 Loan Repayment
	Target Area	
	Goals Supported	Construct or Upgrade Public Facilities

	Needs Addressed	Infrastructure
	Funding	CDBG: \$304,427
	Description	Repayment of Section 108 Loan to undertake installation of public works improvements in the City Center Revitalization Area
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	An estimated 10,000 families will benefit from this project.
	Location Description	City Center Revitalization Area (Fremont/Broadway)
	Planned Activities	Repayment of Section 108 Loan to undertake installation of public works improvements in the City Center Revitalization Area.
3	Project Name	Boys and Girls Club Exterior Facility Improvement
	Target Area	
	Goals Supported	Construct or Upgrade Public Facilities
	Needs Addressed	Public Facilities
	Funding	CDBG: \$21,000
	Description	Exterior improvements to the Seaside Boys and Girls Clubhouse.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	700 low income youth. (a minimum of 57% of total patrons)
	Location Description	1132 LaSalle Avenue, Seaside, CA

	Planned Activities	Install new skylights and roof repair, paint window and door frames, ceilings and higher levels of the exterior.
4	Project Name	Genesis House-Kitchen Improvements
	Target Area	
	Goals Supported	Construct or Upgrade Public Facilities
	Needs Addressed	Public Facilities
	Funding	CDBG: \$30,000
	Description	Kitchen facilities improvements including expansion, replacement of flooring, install commercial range and exhaust hood, install service counter and drop down gate, replace kitchen work surfaces and storage
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	130 persons needing long term residential drug treatment for men, women and pregnant/parenting women and their children
	Location Description	Genesis House, 1152 Sonoma Avenue, Seaside, CA
	Planned Activities	Kitchen facilities improvements including expansion, replacement of flooring, install commercial range and exhaust hood, install service counter and drop down gate, replace kitchen work surfaces and storage
5	Project Name	Seaside Library ADA Improvements
	Target Area	
	Goals Supported	Construct or Upgrade Public Facilities
	Needs Addressed	Public Facilities
	Funding	CDBG: \$77,722

	Description	Accessibility improvements to the Seaside Library.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated this project could benefit 500 persons of low/moderate limited clientele.
	Location Description	550 Harcourt Avenue, Seaside, CA
	Planned Activities	Identified improvements needed include railings; emergency exits from reading room, meeting room and break room; entry vestibule, restrooms and drinking fountain and breakroom upgrades.
6	Project Name	Salvation Army Housing Program Support
	Target Area	
	Goals Supported	Enhance Access to Social Services
	Needs Addressed	Affordable Housing Public Services
	Funding	CDBG: \$15,099
	Description	Program assistance for staffing of the Salvation Army's housing program
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	38 homeless families, including an average per year of 120 adults and children.
	Location Description	1491 Contra Costa and 535 Palm Avenue, Seaside, CA
	Planned Activities	Assistance for paying housing program staff salaries for 2016-2017
7	Project Name	Girls Inc. After School Leadership Mentoring
	Target Area	

	Goals Supported	Enhance Access to Social Services
	Needs Addressed	Public Services
	Funding	CDBG: \$9,099
	Description	
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	80 minority and low income girls at three Seaside schools
	Location Description	Seaside High School, Seaside Middle School, Ord Terrace Elementary School
	Planned Activities	Developmentally appropriate after school programming addressing 1) Drop out rates and lack of post-secondary education particularly among minority and low-income students 2) Teen pregnancy 3) Substance abuse prevention 4) Limited resources for youth.
8	Project Name	The Village Project-Mae C. Johnson Education and Cultural Enrichment Academy
	Target Area	
	Goals Supported	Enhance Access to Social Services
	Needs Addressed	Public Services
	Funding	CDBG: \$13,099
	Description	Afterschool Academy created to provide tutoring and counseling to meet the social and emotional developmental needs of highly at risk students grades 1-12.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	27 at-risk students from Seaside in grades 1-11.

	Location Description	
	Planned Activities	The funds requested will partially fund the salary of one part-time tutor in the Afterschool Academy
9	Project Name	Legal Services for Seniors
	Target Area	
	Goals Supported	Enhance Access to Social Services
	Needs Addressed	Public Services
	Funding	CDBG: \$15,099
	Description	To provide no-cost legal services up to and including court representation to all Seaside residents 60 years of age and above.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	180 Seaside senior residents (age 60 and above)
	Location Description	915 Hilby Avenus, Suite 2, Seaside, CA 93955
	Planned Activities	Services will be provided to all Seaside residents 60 years of age and above who need legal help. Legal problems can range from simple legal questions to court representation for physical elder abuse and probate guardianships.
10	Project Name	Community Partnership for Youth
	Target Area	
	Goals Supported	Enhance Access to Social Services
	Needs Addressed	Public Services
	Funding	CDBG: \$16,099

	Description	Financial support for the High school Leadership, Job Preparation and Life Skills Program. 15 Mentor Tutors hired as graduates from the program will serve 400 students.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	415 low/moderate income at-risk students
	Location Description	Tutoring locations: Del Rey Woods Elementary 1281 Plumas Avenue, Highland Elementary 1650 Sonoma Avenue, Martin Luther King Elementary 1713 Broadway, Ord Terrace Elementary 1755 LaSalle Ave
	Planned Activities	Financial support for the High school Leadership, Job Preparation and Life Skills Program. 15 Mentor Tutors hired as graduates from the program will serve 400 at-risk students.

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

At the direction of the CDAC and with the consent of the City Council, CDBG funds are directed to the low income residential areas of the City. (see map at beginning of report).

Rationale for the priorities for allocating investments geographically

Public services that primarily serve low income residential areas or that operate from facilities located in low income residential areas are given a higher rank in the selection process. Public facilities that are located in low income residential areas are targeted for improvements, specifically ones that target low income households. During the five year planning period, an emphasis will be placed on basic infrastructure in low income areas, specifically, roadways, sidewalk, curb and gutter. Please note that the City has a significant low income population, and a significant population living within areas that are predominantly low income. Services and projects that are city wide may not technically be targeted to low income households but the effect is to positively impact low income households.

Discussion

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

As a result of the lack of resources available to the City, and the lack of staffing to oversee or implement housing programs, the City does not plan to implement any housing program in the plan year.

The City has no plans in the 2016-2017 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, and homeless special needs households. Likewise, the City has no plans to provide affordable housing through rental assistance.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	0
Special-Needs	0
Total	0

Table 11 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	0
Acquisition of Existing Units	0
Total	0

Table 12 - One Year Goals for Affordable Housing by Support Type

Discussion

AP-60 Public Housing – 91.220(h)

Introduction

The primary public organization for affordable housing and supportive services in the City is the Housing Authority of the County of Monterey (HACM), a public housing authority whose mission is to develop and operate affordable housing and implement supportive programs. The Housing Authority manages a Section 8 Housing Choice Voucher (HCV) program and Family Self Sufficiency programs. Both programs are essential in meeting Seaside's housing needs.

Actions planned during the next year to address the needs to public housing

HACM will undertake the following actions :

1. Open the HCV wait list.
2. Apply for new HCV allotments.
3. Provide reasonable accommodation and modifications for its disabled program
4. Use the Rental Assistance Demonstration program to rehabilitate and extend the affordability of older public housing units.
5. Continue to affirmatively market the HCV program to new landlords to expand participation and meet five year goals of diversifying neighborhoods and placing participants within close proximity to jobs and amenities.
6. Coordinate with the Leadership Council to implement the "Lead Me Home" 10 Year Plan to End Homelessness.

Actions to encourage public housing residents to become more involved in management and participate in homeownership

1. HACM will encourage public housing residents to participate in policy, procedure, and program implementation and development through its Resident Advisory Board.
2. HACM will distribute a newsletter to all residents, which contains relevant news, information on training and employment opportunities, and other community resources available to public housing residents.
3. Public housing residents will participate in the development of the HACM's five year and annual plans.

4. The Resident Services Division will distribute a survey to prioritize resident needs and schedule short and long term improvements.
5. Operate the Family Self Sufficiency and POWER programs to help residents build financial assets and prepare for homeownership where appropriate.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

HACM is not identified as "troubled."

Discussion

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

The City of Seaside works with regional homeless assistance coordination to reduce homelessness. The lead agency is the Monterey County Department of Social Services (DSS). Two local collaborative efforts are the Coalition of Homeless Services Providers (Homeless Coalition) and Leadership Council (CoC governing body).

These organizations are directly responsible for funding and program decisions for Monterey County and the City of Seaside.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including greaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The City will closely coordinate with Monterey County and the Leadership Council CoC to reach out to homeless persons. As described in the "Lead Me Home" 10 Year Plan to End Homelessness, these entities will: collaborate to develop referral agreement between outreach workers and other housing and service providers and designate priority access to housing and treatment slots for clients engaged by outreach workers, develop a centralized information and referral system, streamline referrals and improve service coordination, partner hospitals with existing services to establish respite care centers and detoxification facilities, enhance coordination with mainstream benefits programs. In these efforts, the City will act as an information and referral resource for participating housing and homeless service providers to facilitate agreements and partnerships.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City will support strategies outlined in the "Lead Me Home" plan. Create a Comprehensive Housing Pipeline, Focus Housing Development of Target Populations, particularly Permanent Supportive Housing for chronically homeless individuals. Identify new funding sources to create Affordable Permanent Supportive Housing, including a Social Impact Bond and Housing Trust Funds

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to

permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

Homeless individuals and families with immediate and transitional shelter needs have been given an overall high priority since their numbers are increasing and there is a shortage of shelter facilities. Homeless victims of domestic violence are particularly high priority as more counseling services and training opportunities are needed and existing facilities are overcrowded. The City will support having the CoC apply for additional new Shelter Plus Care funding that will target the chronically homeless and increasing the number of beds for the chronically homeless by modifying existing Shelter Plus Care programs not specifically targeting chronically homeless.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

The City will support projects and programs and give proposed programs and improvements that prevent homelessness higher priority. In addition, the City will promote these strategies outlined in the "Lead Me Home" plan: integration of services at the system level; enhancement and integration of services at the client level; improving access to mainstream benefits; launch Employment First (job training); strengthen job development capacity and on-site support; economic development opportunities that will create new jobs for homeless or formerly homeless persons; plan for stability prior to release from incarceration; implement alternatives to arrest and incarceration; create universal healthcare policies and transition aged-out foster youth to housing and income stability

Discussion

AP-75 Barriers to affordable housing – 91.220(j)

Introduction

The City's General Plan Housing Element systemically analyzes and addresses barriers to affordable housing. These include governmental, non-governmental, and other barriers. The analysis leads to policies and programs to address these constraints. Please find more detailed information on affordable housing in the City's Housing Element on the City of Seaside website.

The City is currently in the process of a General Plan update. Community workshops are planned to receive public input regarding affordable housing and other concerns in the community.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

In order to produce affordable housing, the City has an inclusionary housing ordinance. The ordinance requires that for all new developments, at least 20 percent of new units constructed must be restricted for occupancy by moderate- to very low-income households. For more information, refer to Chapter 17.31, Affordable Housing Requirements, of the Seaside Code of Ordinances at the following on the City of Seaside website.

To expedite project facilitation and provide internal support to project applicants, the City has also established a planning permit review process. When required, permit review takes place before any necessary building permits or business licenses are applied for and are intended to ensure that new development is compatible with surrounding neighborhoods and planned future development.

Discussion

AP-85 Other Actions – 91.220(k)

Introduction

This section describes the City's actions to address underserved needs, maintain affordable housing, reduce lead based paint hazards, reduce poverty, develop institutional structure, and enhance public-private coordination.

Actions planned to address obstacles to meeting underserved needs

Use CDBG funds targeted to public facilities and infrastructure to make ADA accessibility improvements.
Use CDBG funds targeted to public services to support organizations that assisted underserved populations.

Actions planned to foster and maintain affordable housing

Housing programs have been limited as a result of a lack of resources and staffing available to the City. The city does not plan to revive façade improvement programs for homeowners or small businesses in the plan year 2016-2017. The City plans to support the "Lead Me Home" Plan in its efforts to build an affordable housing pipeline and coordination with HACM in rehabilitating and upgrading affordable housing units.

Actions planned to reduce lead-based paint hazards

The City will mitigate lead based paint through public facilities improvements, and educate participants on the hazards of lead based paint. In addition, all rehabilitation contracts for public facilities or other rehabilitation projects funded through the City include provisions for work necessary to eliminate any existing lead based paint hazards on applicable surfaces.

Actions planned to reduce the number of poverty-level families

Support organizations that assist poverty-level families through the use of CDBG Public Services funds, including educational programs. Continue to implement the Economic Opportunity Plan. The City's General Plan includes a proactive plan for Economic Development as part of the housing strategy to improve the quality of life. The EOP includes specific criteria for evaluating development proposals, identification of key opportunity sites, a long range property management plan and a Small Business Support program.

Actions planned to develop institutional structure

Continue to use CDBG Administration funds to implement the Consolidated Plan and Annual Action Plans, address the Analysis of Impediments to Fair Housing, complete annual CAPER reports, and comply with HUD regulations. Continue to support institutions that provide housing and services for low income populations with CDBG Public Services funds, and by providing other forms of support available to the City.

Actions planned to enhance coordination between public and private housing and social service agencies

The City will continue to support regional planning efforts such as the Leadership Council CoC and the "Lead Me Home" 10 Year Strategy to End Homelessness.

Discussion

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

Introduction

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	0

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	0.00%

Discussion

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**CITY OF SEASIDE
STAFF REPORT**

Item No.: 10.C.

TO: City Council

FROM: Craig Malin, City Manager

BY: Daphne Hodgson, Deputy City Manager Administrative Services

DATE: April 21, 2016

SUBJECT: CONSIDER DEBT FINANCING PROPOSAL FOR VARIOUS CAPITAL PROJECTS, INCLUDING LIBRARY HVAC AND ROOF, CITY HALL HVAC, CITY HALL WINDOWS, FIRE DEPARTMENT HVAC AND GENERATOR AND SOLAR PANELS AND PROVIDE DIRECTION TO STAFF

PURPOSE

The purpose of this item is to provide and an opportunity for the City Council to review and consider lease/purchase financing for various capital projects and provide direction to staff.

RECOMMENDATION

It is recommended that the City Council receive the financing proposal and review and consider lease/purchase financing for various capital projects and provide direction to staff.

BACKGROUND

There are several pressing capital projects that were discussed at the Mid-Year Budget review and then in more detail at the March 17, 2016 meeting.

The significant projects and their costs are:

Library HVAC System and new roof (\$530,000 less current budget of \$160,000)	\$ 370,000
City Hall HVAC System, including the Police Department	\$ 460,000
Fire Department HVAC	\$ 50,000
Fire Department Generator (this item was added due to necessity of an operational Fire Dept when the power is out)	\$ 100,000

City Hall Window Upgrade	\$ 95,000
Solar Panels	<u>\$ 500,000</u>
TOTAL	\$1,575,000

Staff has proposed a lease/purchase financing to pay for these energy saving projects. There are several reasons to take this approach: 1) the projects can be done without waiting for funding; 2) the financing costs are low and the costs are spread over the life of the financing and the equipment, therefore the people who benefit will pay the cost over the life of the financing; 3) there is no need to use the fund balance and the fund balance can be saved for a "rainy" day or for another project.

The City currently has a master lease agreement with PNC Bank and able to obtain this financing relatively easily. The attached proposal indicates a level annual debt payment. The payments would be approximately \$126,600 annually. The interest rate is 3.030%, and payment term is 16 years.

The City received a proposal for the solar panels, including the estimated utility savings with the solar panels in place. It is estimated that the utility savings will be about \$60,000 annually. Thus the net cost of this financing would be approximately \$67,000 per year for 16 years; a total of \$1,072,000.

Staff is requesting direction to move forward with this financing. Staff will return to the City Council with the final documents for approval on May 5th.

FISCAL IMPACT

The annual lease/purchase payments will be included in the budget and the offsetting utility savings will also be reflected in the budget.

ATTACHMENTS

1. Proposed lease/purchase payment schedule
-

Reviewed for Submission to the
City Council by:



Craig Malin, City Manager

Compound Period: Semiannual
 Nominal Annual Rate: 3.030%

AMORTIZATION SCHEDULE - Normal Amortization, 360 Day Year

	Date	Lease Payment	Interest	Principal	Balance	Termination Value
Lease	5/23/2016				1,596,000.00	Non-Callable
1	11/23/2016	63,307.36	24,179.40	39,127.96	1,556,872.04	Non-Callable
2	5/23/2017	63,307.36	23,586.61	39,720.75	1,517,151.29	Non-Callable
3	11/23/2017	63,307.36	22,984.84	40,322.52	1,476,828.77	Non-Callable
4	5/23/2018	63,307.36	22,373.96	40,933.40	1,435,895.37	Non-Callable
5	11/23/2018	63,307.36	21,753.81	41,553.55	1,394,341.82	1,436,172.07
6	5/23/2019	63,307.36	21,124.28	42,183.08	1,352,158.74	1,392,723.50
7	11/23/2019	63,307.36	20,485.20	42,822.16	1,309,336.58	1,348,616.68
8	5/23/2020	63,307.36	19,836.45	43,470.91	1,265,865.67	1,303,841.64
9	11/23/2020	63,307.36	19,177.86	44,129.50	1,221,736.17	1,258,388.26
10	5/23/2021	63,307.36	18,509.30	44,798.06	1,176,938.11	1,212,246.25
11	11/23/2021	63,307.36	17,830.61	45,476.75	1,131,461.36	1,165,405.20
12	5/23/2022	63,307.36	17,141.64	46,165.72	1,085,295.64	1,117,854.51
13	11/23/2022	63,307.36	16,442.23	46,865.13	1,038,430.51	1,069,583.43
14	5/23/2023	63,307.36	15,732.22	47,575.14	990,855.37	1,020,581.03
15	11/23/2023	63,307.36	15,011.46	48,295.90	942,559.47	970,836.25
16	5/23/2024	63,307.36	14,279.78	49,027.58	893,531.89	920,337.85
17	11/23/2024	63,307.36	13,537.01	49,770.35	843,761.54	869,074.39
18	5/23/2025	63,307.36	12,782.99	50,524.37	793,237.17	817,034.29
19	11/23/2025	63,307.36	12,017.54	51,289.82	741,947.35	764,205.77
20	5/23/2026	63,307.36	11,240.50	52,066.86	689,880.49	710,576.90
21	11/23/2026	63,307.36	10,451.69	52,855.67	637,024.82	656,135.56
22	5/23/2027	63,307.36	9,650.93	53,656.43	583,368.39	600,869.44
23	11/23/2027	63,307.36	8,838.03	54,469.33	528,899.06	544,766.03
24	5/23/2028	63,307.36	8,012.82	55,294.54	473,604.52	487,812.66
25	11/23/2028	63,307.36	7,175.11	56,132.25	417,472.27	429,996.44
26	5/23/2029	63,307.36	6,324.70	56,982.66	360,489.61	371,304.30
27	11/23/2029	63,307.36	5,461.42	57,845.94	302,643.67	311,722.98
28	5/23/2030	63,307.36	4,585.05	58,722.31	243,921.36	251,239.00
29	11/23/2030	63,307.36	3,695.41	59,611.95	184,309.41	189,838.69
30	5/23/2031	63,307.36	2,792.29	60,515.07	123,794.34	127,508.17
31	11/23/2031	63,307.36	1,875.48	61,431.88	62,362.46	64,233.33
32	5/23/2032	63,307.36	944.90	62,362.46	0.00	1.00
Grand Totals		2,025,835.52	429,835.52	1,596,000.00		