



AGENDA

CITY OF SEASIDE
COMMUNITY DEVELOPMENT
ADVISORY COMMITTEE

REGULAR MEETING
OLDEMEYER CENTER
986 Hilby Avenue
Wednesday, March 15, 2017
6:30 PM

PLEASE TURN OFF YOUR CELL PHONES UPON ENTERING THE MEETING

1. **CALL TO ORDER**

A. **ROLL CALL**

Sue Hawthorne
John Francis
Rebecca Pieken
Clementine Bonner Klein

2. **PUBLIC COMMENT**

3. **APPROVAL OF MINUTES**

4. **OLD BUSINESS**

B. Update on potential conflict of interest issues with CDAC committee members

PURPOSE: The purpose of this item is to update the CDAC on potential conflict of interest items and the approach to procedures to address discussion items that may be affected.

The City has received resignations from two CDAC members, alleviating known potential conflicts of interest with upcoming public service allocation decisions. Neither member had a potential conflict of interest during last year's allocation decisions.

One CDAC member resides within 300 feet of a potential project for 2017-2018 funding, the member has advised the CDAC that they will recuse themselves from deliberation and decisions regarding that project. The agenda will place this project in a different item from other funding decisions whenever feasible to minimize that member's need for recusal.

RECOMMENDATION: It is recommended that the CDAC continue their proactive measures regarding potential conflicts of interest. All past and present members of the CDAC's service is appreciated.

5. NEW BUSINESS

C. Update on the status of the regional MOU for preparation of the Affirmatively Furthering Fair Housing required outreach.

PURPOSE: The purpose of this item is to update the CDAC on the Memorandum of Understanding between the County of Monterey, the Cities of Seaside, Salinas and Monterey and the Housing Authority of Monterey County to perform joint outreach for the HUD mandated Affirmatively Furthering Fair Housing report which must be submitted to HUD in October 2019, in advance of Seaside's next Consolidated Plan. Each agency is mandated to prepare a report. By joining together, the agencies are able to share the costs.

The MOU is scheduled be presented to City Council for approval on March 16. Seaside's allocated share of the \$125,000 total project is \$17,190 and will be included in the CDBG program administration budget. The first payment of 50% will be made upon execution of a contract between the Lead Agency (City of Salinas) and a qualified AFH consultant.

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

D. Recommendation that the CDAC approve conducting citizen participation according to the normal timetable and adopt "contingency provision" language in the annual action plan.

PURPOSE: The purpose of this item is to enable the City of Seaside to fulfill its citizen participation obligations while waiting for HUD to announce FY 2017-2018 allocation amounts.

HUD has indicated grantees may conduct citizen participation with estimated funding amounts according to its normal timetable and citizen participation procedures. Grantees should indicate the funding levels shown are estimated and include a "contingency provision" explaining how it will adjust the proposed plan to match the actual allocation amounts, once those amounts become known.

By including the contingency language, a grantee can avoid the need to make significant revisions to the plan and the potential need for additional citizen participation. Grantees are cautioned by HUD not to actually submit the plan until the allocation numbers are known. This may push the submission date past the traditional May 15 deadline.

RECOMMENDATION: It is recommended that the CDAC continue to follow the normal timetable and include "contingency provision" language to adjust the funding levels to reflect the actual allocation when it becomes available.

E. Review draft 2017-2018 Annual Action Plan sections that do not include funding allocations.

PURPOSE: The purpose of this item is for the CDAC to review sections of the draft Annual Action Plan for 2017-2018 and suggest edits, if necessary.

RECOMMENDATION: It is recommended that the CDAC review the document and suggest any edits needed.

F. Review draft 2017-2018 Annual Action Plan pages 29-40 including sections AP-20 and AP-38 all funding amounts and "contingency provision"

PURPOSE: The purpose of this item is to review the draft Annual Action Plan's sections regarding funding amounts and contingency provisions.

As discussed at the February meeting, HUD has indicated there is likely to be a delay in announcing the 2017-2018 CDBG grant funding amounts. The Action Plan has been written in accordance with HUD notice CPD-16-18 Section IV. (a) including "contingency provision" language which explains how it will adjust its proposed plan to match its actual allocation amounts, once actual amounts become known.

RECOMMENDATION: It is recommended that the CDAC review the funding sections and suggest any funding adjustments as necessary.

G. Consideration of City of Seaside CDBG public service allocations for the FY2017-2018 for recommendation to the City Council.

PURPOSE: The purpose of this item is to determine recommended public service allocations of CDBG funding for FY 2017-2018.

Since 2017-2018 is the second year of the two year funding cycle, applications were reviewed in early 2016. The public service funding requests for 2017-2018 on file from the current public service recipients are as follows:

Community Partnership for Youth	\$15,000
Girls, Inc.	8,000
Legal Services for Seniors	15,000
Salvation Army	14,000
The Village Project	14,000

In 2016-2017, the CDAC recommended full funding of all applicants with completed applications and adjusted all funding in equal amounts for the amount of available funding that became available.

RECOMMENDATION: It is recommended that the CDAC continue last year's decision of awarding all public service applicants their full request, with an equal adjustment to each agency reflect the actual grant funding available for public service funding.

For purposes of preparation of the Annual Action Plan, it is recommended that \$690 be allocated in addition to the full amount requested for each Public Service applicant with this amount to be adjusted to reflect actual grant funding.

H. Consideration of City of Seaside CDBG project funding allocation for FY 2017-2018 for recommendation to the City Council.

PURPOSE: The purpose of this item is to determine recommended project allocations of CDBG funding for FY 2017-2018.

Since 2017-2018 is the second year of the two year funding cycle, for outside agencies, two project applications were reviewed in early 2016. The project funding requests for 2017-2018 on file from community agencies are as follows:

Community	Human	Services	\$30,000
Boys	and	Girls Club	\$ 49,000

One City Project submitted an application approved by CDAC in February 2017 for FY 2017-2018 CDBG funding for ADA improvements at Cutino Park. It is anticipated that \$204,000 will be available for this project.

RECOMMENDATION: It is recommended that the CDAC recommend that Community Human Services and the Boys and Girls Club be recommended to receive their full funding requests and the remaining funds available for project allocation be allocated to the Cutino Park ADA improvements. Since the City of Seaside is obligated by a JPA agreement to commit a minimum of \$30,000 to Community Human Services, and the Boys and Girls club project is a relatively small capital improvement project, it is recommended that should there be a decline in the total project funding available, Community Human Services and the Boys and Girls Club projects remain fully funded and the downward adjustment be made only on the Cutino Park project. In the event, there is more funding available than anticipated, all projects should be equally adjusted upward.

6. REVIEW LONG RANGE CALENDAR

I. Review long range calendar and make adjustments if needed.

7. REPORTS FROM COMMITTEE MEMBERS

8. REPORTS BY STAFF

9. ADJOURNMENT

Next Regularly Scheduled Meeting:
April, 19, 2017

6:30 PM

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