



## AGENDA

CITY OF SEASIDE  
COMMUNITY DEVELOPMENT  
ADVISORY COMMITTEE

REGULAR MEETING  
OLDEMEYER CENTER  
986 Hilby Avenue  
Wednesday, May 17, 2017  
6:30 PM

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*PLEASE TURN OFF YOUR CELL PHONES UPON ENTERING THE MEETING*

1. **CALL TO ORDER**

2. **ROLL CALL (CDAC)**

A. **ESTABLISHMENT OF QUORUM**

**Sue Hawthorne**

**John Francis**

**Rebecca Pieken**

**Clementine Bonner  
Klein**

**Francisco Diaz**

**Chairperson**

**Vice Chairperson**

**Committee  
Member**

**Committee  
Member**

**Committee  
Member**

3. **PUBLIC COMMENT**

4. **APPROVAL OF MINUTES**

A. **Wednesday February 15, 2017**

B. **Wednesday March 15, 2017**

5. **WELCOME NEW CDAC MEMBER**

6. **OLD BUSINESS**

A. **UPDATE ON CDBG NATIONAL STATUS**

**B. UPDATE ON SEASIDE ACTION PLAN**

**7. NEW BUSINESS**

**A. REPORT OF 3RD QUARTER SUBRECIPIENT ACTIVITY**

**B. MEMORANDUM OF UNDERSTANDING APPROVED-REGIONAL  
COLLABORATION AGREEMENT FOR ASSESSMENT OF FAIR HOUSING**

**8. REVIEW LONG RANGE CALENDAR**

**A. Review and suggest changes to calendar if necessary**

**9. REPORTS FROM COMMITTEE MEMBERS**

**10. REPORTS BY STAFF**

**11. ADJOURNMENT**

Next Regularly Scheduled Meeting:  
June 21, 2017

6:30 p.m.

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The City of Seaside is committed to providing accessible facilities and accommodating people with disabilities in all of its services programs and activities. If special considerations are needed by any person to fully participate in this meeting, they are asked to contact the City Clerk at 899-6707 no fewer than two business days prior to the meeting to allow reasonable arrangements. The City Council chamber is equipped with a portable microphone and assisted listening devices are available at all meetings.

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

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



**CITY OF SEASIDE  
STAFF REPORT**

**Item No.: 6.A.**

**TO:** Community Development Advisory Committee

**BY:** Sharon Mikesell, Administrative Analyst

**DATE:** May 17, 2017

**SUBJECT: UPDATE ON CDBG NATIONAL STATUS**

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**PURPOSE**

The purpose of this item is to provide the CDAC an update on the Community Development Block Grant Program.

**RECOMMENDATION**

It is recommended that the CDAC receive the report.

**BACKGROUND**

On March 15, 2017, the CDAC approved the Draft version of the Annual Action plan with contingency language and recommended that the report continue on the normal approval process.

On March 16, 2017, the President released "America First: A Budget Blueprint to Make America Great Again". The document recommended the elimination of the entire Community Development Block Grant program.

As a result of this development, Staff checked with the San Francisco HUD field office and determined it was appropriate to put the plan on hold until it was determined that there would, indeed be a grant announcement.

On May 2, 2017, Staff received an email from the San Francisco HUD field office that it was likely that HUD will provide allocation information and the public process could proceed using the contingency language that CDAC had already approved. As of May 11, the grant announcement for 2017-2018 has not yet been made.

**FISCAL IMPACT**

If the Federal government eliminates the CDBG program, there will be no grant award for Seaside.

**ATTACHMENTS**

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Reviewed for Submission to the  
City Council by:



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Craig Malin, City Manager



## **CITY OF SEASIDE STAFF REPORT**

**Item No.: 6.B.**

**TO:** Community Development Advisory Committee

**BY:** Sharon Mikesell, Administrative Analyst

**DATE:** May 17, 2017

**SUBJECT: UPDATE ON SEASIDE ACTION PLAN**

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### **PURPOSE**

The purpose of this item is to update the CDAC on the new schedule for comment and City Council review of the Annual Action Plan.

### **RECOMMENDATION**

It is recommended that the CDAC receive the report.

### **BACKGROUND**

Since the San Francisco HUD Field Office has given Seaside the go-ahead to proceed with the public comment period, a notice was published in the Monterey County Weekly on May 11 to start the required public review process for the 2017-2018 Annual Action Plan. The plan is using the projected grant award we used in the CDAC review process earlier this year and includes contingency language to make adjustments for whatever the actual grant award may be.

The plan was updated to reflect the new dates for public review. A presentation will be made to City Council to accept the CDAC's recommendations on June 1 with a Public Hearing on June 15 to officially close the public comment period on the draft.

HUD has advised that the Annual Action Plan should not be submitted to them until the actual grant award has been made and the numbers in the plan reflect the award. It is not necessary to reopen the public comment period once the award announcement is made.

The mandatory deadline for submission of the Annual Action Plan to HUD per Federal Statute is August 16, 2017. It is anticipated HUD will make the grant announcement prior to that date.

### **FISCAL IMPACT**

Once the City of Seaside receives a notification of the actual grant award for 2017-2018, the

allocations will be adjusted accordingly. Since contingency language was included in the Action Plan draft as recommended by HUD, a second comment period will not be necessary.

**ATTACHMENTS**

1. DRAFT Annual Action Plan
  2. Notice of Public Hearing
-

# Annual Action Plan



2017-2018

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City of Seaside Community Development Block Grant Program

**Public comment period  
May 15-June 15, 2017**

ALL RECOMMENDATIONS ARE CALCULATED ON ANTICIPATED FUNDING  
BASED ON PRIOR GRANT AWARDS.

This proposed plan includes contingency provision language to  
explain how the amounts will be adjusted once actual amounts  
(if awarded) become known.

## **Executive Summary**

### **AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)**

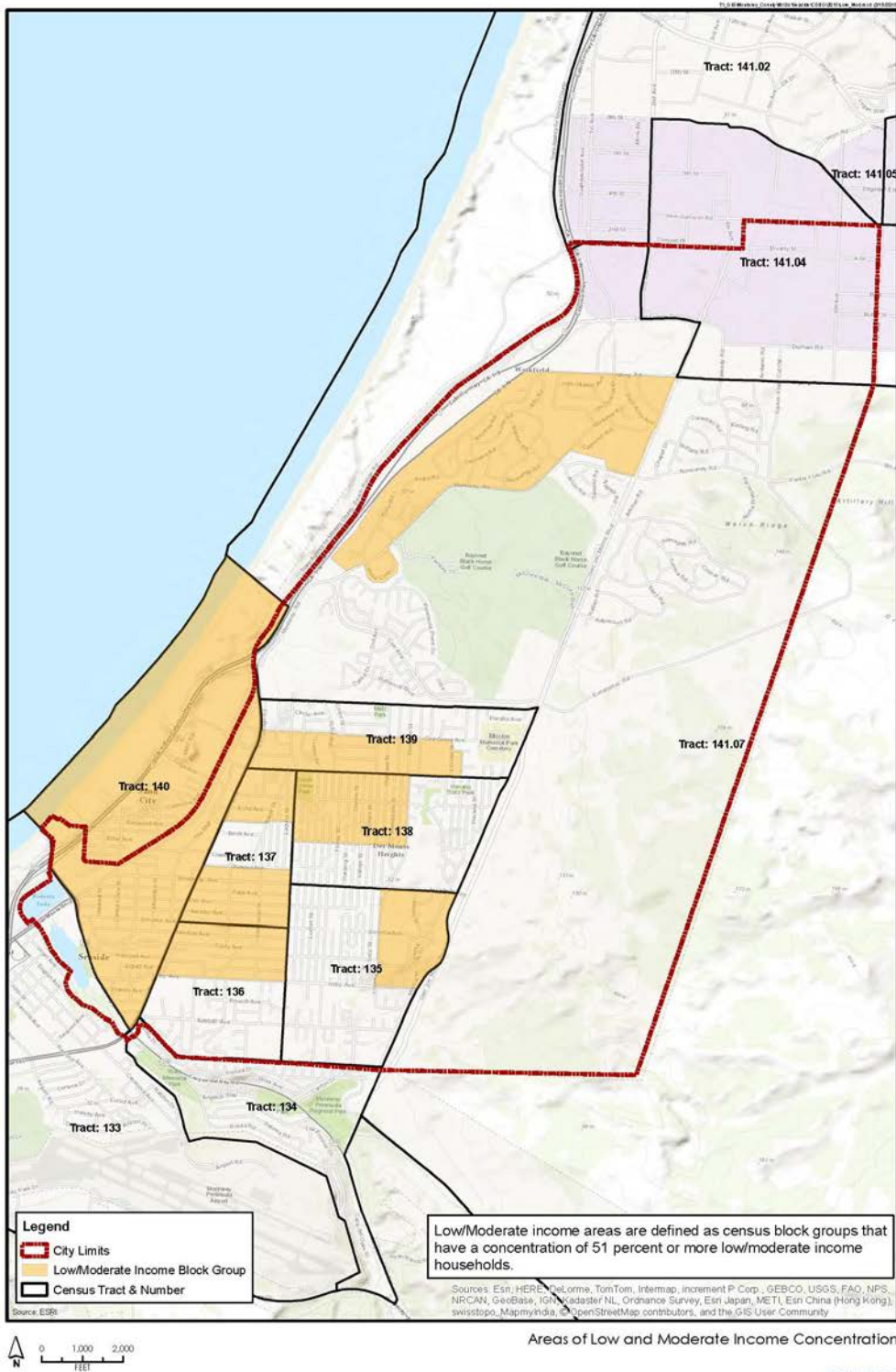
#### **1. Introduction**

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 2017-2018 program year, the City expects to receive approximately \$360,000 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 2017-2018 Annual Action Plan is the third 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. Where once Redevelopment Agency funds carried much of the overhead for CDBG administration and the City's affordable housing program, the CDBG program is now fully burdened as the only funding source for these activities.

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 CDBG resources.

The City of Seaside is currently working on updating its General Plan, including the Housing element and plans to enter into an MOU with the other recipient agencies in Monterey County to prepare the Assessment of Fair Housing, increasing the City's outreach efforts and community involvement.



## Low and Moderate Census Tracts in Seaside

Annual Action Plan  
2017

3

# seaside 2040

your city. your future. 

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## Your voice matters / *Su voz importa*

The City of Seaside is hosting an Open House to discuss the location and character of future development & transportation in Seaside. Come meet your neighbors and share your thoughts about Seaside!

*La ciudad de Seaside está organizando una "Casa Abierta" para conversar sobre la ubicación y el carácter del transporte y el desarrollo futuro de Seaside. ¡Ven conoce a tus vecinos y comparte tus ideas sobre tu ciudad!*

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### Open House

**FEBRUARY**  
**27**  
**6:00 PM to 8:00 PM**  
**Oldemeyer Center,**  
**Laguna Grande Room**  
986 Hilby Ave.  
Seaside, CA 93955

*Light refreshments  
and childcare will  
be provided.*

### Casa Abierta

**FEBRERO**  
**27**  
**6:00 PM a 8:00 PM**  
**Centro Oldemeyer,**  
**Salon Laguna Grande**  
986 Hilby Ave.  
Seaside, CA 93955

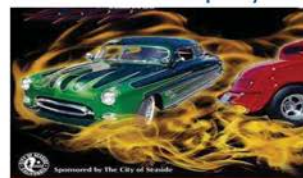
*Habr  aperitivos,  
cuidado de ni os y  
traducci n en espa ol.*

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**Oldemeyer to Pachetti Park**  
Starts at 5:45



**Hot Rods, Cool Nights**  
Cars on Display



Join our mailing list / * nete a nuestra lista de correo*

**[www.seaside2040.com](http://www.seaside2040.com)**



## **2. Summarize the objectives and outcomes identified in the Plan**

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

The City of Seaside has a two year funding cycle. The public participation process identified many target groups and needs of the community during the September 16, 2015 and September 21, 2016 Community Workshops. Target populations include low income areas, seniors, youth, persons with disabilities and homeless.

The following projects are outlined in the 2017-2018 Annual Action Plan:

Boys & Girls Club Doors, Locks and Solar Panel Improvements

Genesis House Window Upgrade Improvements

Cutino Park ADA Improvements

Salvation Army Housing Support Program

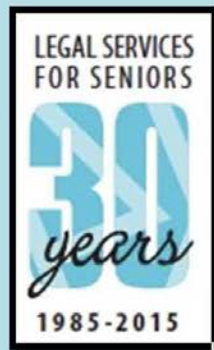
Girls Inc. After School Leadership Mentoring

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 and September 21, 2016 Community Workshops. Target populations include low income areas, seniors, youth, persons with disabilities, homeless, persons with disabilities.



Proposed Recipients  
2017-2018  
City of Seaside CDBG funding



## 2017-2018 Proposed Funding Recipients

### 3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

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. Although the contracted duties have been greatly reduced, the City has continued to rely on contract staffing to supplement management of the CDBG grant program's subrecipient activity submittals and monitoring efforts.

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 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 and has conducted subrecipient monitoring activities with four subrecipient agencies that will be reported in the CAPER this fall.

### 4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

Seaside has a two year application cycle for subrecipients. Activities since filing the last AAP :

June 6, 2016, Seaside's first General Plan update public workshop

August 2, 2016, General Plan update open house at National Night Out

August 4, 2016, the City Council approved revisions to the AAP allocating additional funds to the Public Service recipients as a non-substantial amendment to the AAP

August 25, 2016 Annual Planning & Community Workshop Notice in **Monterey County Weekly** published in English and Spanish

September 21, 2016 Community Development Advisory Committee (CDAC) hosts Annual Community Needs Assessment workshop. Public service grantees were already determined. No mandatory workshop in November

December 6, 2016, Second General Plan Update community workshop

January 15, 2017 Two CDBG applications for City projects received by 5pm deadline

January 18, 2017 CDAC received the Applications for City projects for review.

February 15, 2017 One City project proposal was withdrawn. CDAC received a presentation on the remaining City project and a memo from HUD regarding a delay likely for award notices. CDAC added contingency language to the action plan to adjust the allocations, once actual funding is known

February 27, 2017, General Plan Update open house

March 10, 2017 CDAC started review of draft Annual Action Plan

March 15, 2017 CDAC reviewed draft Annual Action Plan and approved with estimated funding and contingency language to adjust for actual grant

March 16, 2017, President Trump announced budget proposal eliminating the CDBG program

March 16, 2017, City Council approves a Memorandum of Understanding with all Monterey County HUD/CDBG funding recipients to prepare the Assessment of Fair Housing.

March 17, 2017, City Staff recommends the Annual Action Plan be placed on hold pending a determination from the federal government regarding CDBG program's future

May 2, 2017, HUD/SF office indicates CDBG program can proceed with public comment period using contingency language pending official award announcement

May 11, 2017, Notice of Public Hearing is published in ***Monterey County Weekly***

June 1, 2017, City Council makes recommendations for funding

June 15, 2017, Public Hearing is held, public comment period is closed. City Council approves AAP Official submission to take place after an grant award is made and the allocations adjusted in accordance with the contingency language. AAP submitted no later than August 16, 2017

# 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.

Sep. 3, 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:....Sep. 3, 2015...Monterey, California

**AVISO DE PLANIFICACIÓN ANUAL  
Y TALLER COMUNITARIO**  
FY 2016-17 (01 de julio del 2016 - 30 de junio del 2017)  
FY 2017-18 (01 de julio del 2017 - 30 de junio del 2018)  
PROGRAMA DE SUBSIDIOS GLOBALES PARA EL DESARROLLO COMUNITARIO (CDBG)

1. SE ESTÁ AVISANDO que la Ciudad de Seaside está comenzando su planificación anual para el Programa de Subsidios Globales para el Desarrollo Comunitario (CDBG, por sus siglas en inglés) del 2016-2018. Cada año, la Ciudad recibe fondos del Departamento de Vivienda y Desarrollo Urbano de los EE.UU. (HUD, por sus siglas en inglés) a través del programa CDBG. El objetivo primario de CDBG es el desarrollo de las comunidades urbanas viables mediante la provisión de vivienda decente, un ambiente adecuado y ampliar las oportunidades económicas para los individuos/familias y comunidades de ingresos bajos y moderados. El 7 de mayo de 2015, el Consejo de la ciudad de Seaside una resolución para adoptar un ciclo de financiación multianual. El proceso de planificación biennial comenzará el 16 de septiembre del 2015, con un taller comunitario.

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 un Taller de la Evaluación de Necesidades de la Comunidad el:

martes, 16 de September del 2015, a las 6:30 p.m.  
en el Cuarto Blackhorse del Centro Oldeneyer, 986 Hilby Avenue

Este taller comunitario solicitará comentarios del público sobre las necesidades prioritarias que dirijan CDBG del 2016-18. 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, vea el calendario de eventos a continuación relacionados con la planificación de fondos CDBG para el 2016-18, las aplicaciones para fondos CDBG, y las oportunidades para el comentario público. Por favor tenga en cuenta que las fechas están sujetas a cambio:

|              |                                                                                                          |
|--------------|----------------------------------------------------------------------------------------------------------|
| 11/12/15     | CDBG Aviso de Fondos Disponibles (NOFA) y aplicaciones publicadas                                        |
| 11/18/15     | Taller obligatorio para los solicitantes de CDBG                                                         |
| 1/15/16      | Las aplicaciones de CDBG se deben entregar                                                               |
| 2/2/16       | CDAC recibe las aplicaciones                                                                             |
| 2/25-3/16/16 | Sesiones de trabajo para CDAC                                                                            |
| 4/21/16      | Las recomendaciones de CDAC y el borrador del Plan de Acción anual CDBG 2016-18 al Concilio de la Ciudad |
| 5/5/16       | Adopción del Plan de Acción 2016-2018 por el Concilio de la Ciudad                                       |
| 5/15/16      | Entregar el Plan de Acción a HUD                                                                         |

Para preguntas o información adicional sobre el taller comunitario o solicitar fondos CDBG, por favor llame a la Ciudad de Seaside al (831) 899-6734. Comentarios escritos o preguntas pueden ser enviados a Sharon Mikesell, de servicios comunitarios y desarrollo económico, Ciudad de Seaside, 440 Harcourt Avenue, Seaside, CA 93955 o vía correo electrónico a [smikesell@ci.seaside.ca.us](mailto:smikesell@ci.seaside.ca.us).

El taller comunitario se realizará en inglés. Si necesita un traductor, por favor contacte a la secretaria de la Ciudad en [lmilton@ci.seaside.ca.us](mailto:lmilton@ci.seaside.ca.us) o 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 Secretaria Municipal a [lmilton@ci.seaside.ca.us](mailto:lmilton@ci.seaside.ca.us) o al 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.

Notice-Spanish September 2015 workshop

Annual Action Plan  
2017

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# 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.

Sep. 3, 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:....Sep. 3, 2015...Monterey, California



**NOTICE OF ANNUAL PLANNING AND COMMUNITY  
WORKSHOP**

FY 2016-2017 (July 1, 2016 – June 30, 2017)  
And  
FY 2017-2018 (July 1, 2017–June 30, 2018)  
**COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM**



**NOTICE IS HEREBY GIVEN** that the City of Seaside is beginning its annual planning for the 2016-2018 Community Development Block Grant (CDBG) program. Each year, the City receives funding from the US Department of Housing and Urban Development (HUD) through the CDBG program. The primary objective of CDBG is the development of viable urban communities through the provision of decent housing, a suitable living environment, and expanded economic opportunities for low- and moderate-income individuals/families and communities. On May 7, 2015, the Seaside City Council adopted a resolution to adopt a multi year funding cycle. The biennial planning process will begin on September 16, 2015, with a community workshop.

**NOTICE IS HEREBY GIVEN** that the Community Development Advisory Committee (CDAC) of the City of Seaside will meet to hold a Community Needs Assessment Workshop on:

Wednesday, September 16, 2015, at 6:30 p.m.  
Blackhorse Room of the Oldmeyer Center, 986 Hilby Avenue

This community workshop will solicit public comment on the priority needs that will direct 2016-2018 CDBG funding. CDAC agendas are posted at Seaside City Hall, at the Seaside Public Library, and on the City's website.

Please see the schedule of events below related to the planning for 2016-2018 CDBG funds, applications for CDBG funds, and opportunities for public comment. Please note that dates are subject to change.

|                            |                                                             |
|----------------------------|-------------------------------------------------------------|
| November 12, 2015          | CDBG NOFA and applications released                         |
| November 18, 2015          | Mandatory workshop for CDBG applicants                      |
| January 15, 2016           | CDBG applications due                                       |
| February 2, 2016           | Special CDAC meeting /receives applications                 |
| February 24, 2016          | Special CDAC meeting-individual review and ranking          |
| February 25-March 16, 2016 | CDAC work sessions                                          |
| March 16, 2016             | CDAC recommendations for multi-year funding                 |
| April 6, 2016              | Special CDAC Meeting- draft annual CDBG Action Plan         |
| April 21, 2016             | CDAC recommendations and annual action plan to City Council |
| May 5, 2016                | Public Hearing/Action Plan adoption by City Council         |
| May 15, 2016               | Action Plan due to HUD                                      |

For questions or additional information about the community workshop or applying for CDBG funding, please call the City of Seaside at (831) 899-6734. Written comments or questions may be sent to Sharon Mikesell, Administrative Analyst, Community and Economic Development, City of Seaside, 440 Harcourt Avenue, Seaside, CA 93955 or by e-mail to [smikesell@ci.seaside.ca.us](mailto:smikesell@ci.seaside.ca.us).

The community 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](mailto:lmilton@ci.seaside.ca.us) or 899-6707, no fewer than two business days prior to the workshop to make the necessary arrangements.

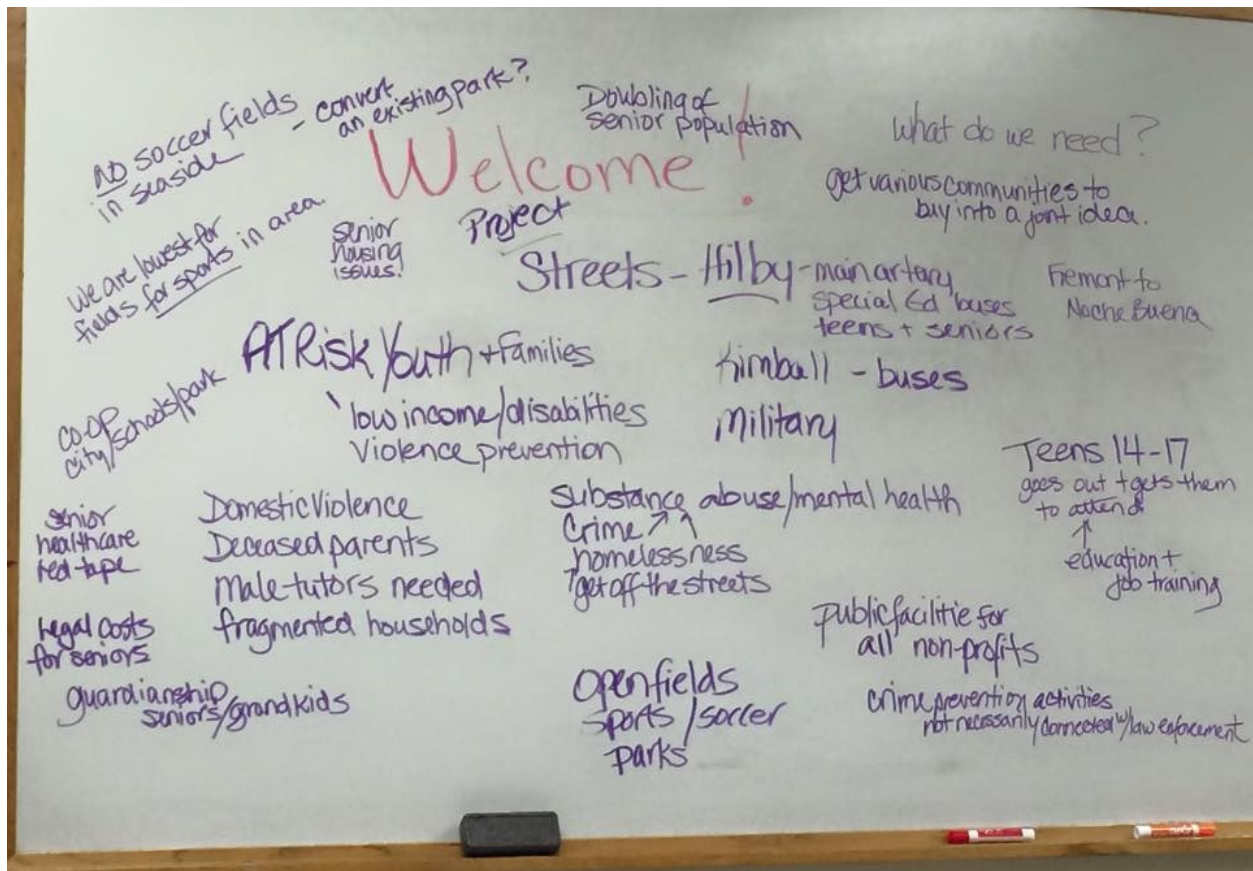
In compliance with the Americans with Disabilities Act (ADA), the City of Seaside does not discriminate against persons with disabilities and is an accessible facility. Any person with a disability who requires a modification or accommodation to be able to participate in this workshop is asked to contact the office of the City Clerk at [lmilton@ci.seaside.ca.us](mailto:lmilton@ci.seaside.ca.us) or 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.

Notice-English September 2015 workshop

Annual Action Plan  
2017

10



Brainstorming during 9-16-15 workshop

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: **Aug 25, 2016**

I certify (or declare) under penalty of perjury that the foregoing is true and correct.

Name...Linda S. Maceira...Signature.....*Linda S. Maceira* Dated...Aug. 25, 2016...Monterey, California

**NOTICE OF ANNUAL PLANNING  
AND COMMUNITY WORKSHOP  
FY 2017-2018 (July 1, 2017-June 30, 2018)  
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)  
PROGRAM**

NOTICE IS HEREBY GIVEN that the City of Seaside is continuing its planning for the 2017-2018 Community Development Block Grant (CDBG) program. Each year, the City receives funding from the US Department of Housing and Urban Development (HUD) through the CDBG program. The primary objective of CDBG is the development of viable urban communities through the provision of decent housing, a suitable living environment, and expanded economic opportunities for low- and moderate-income individuals/families and communities. On May 7, 2015, the Seaside City Council adopted a resolution to adopt a multi year funding cycle. The biennial planning process began on September 16, 2015, with a community workshop.

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Wednesday, September 21, 2016, at 6:30 p.m.

Blackhorse Room of the Oldemeyer Center, 986 Hilby Avenue

This community workshop will solicit public comment on the priority needs that will direct 2017-2018 CDBG grantee project funding only. Public Service grantees have already been determined for FY 2017-2018. CDAC agendas are posted at Seaside City Hall, at the Seaside Public Library, and on the City's website.

Please see the schedule of events below related to the planning for 2017-2018 CDBG funds, applications for CDBG funds, and opportunities for public comment. Please note that dates are subject to change.

|                                                       |                                                             |
|-------------------------------------------------------|-------------------------------------------------------------|
| November 2016                                         | NO Mandatory workshop for CDBG applicants this year         |
| January 15, 2017                                      | CDBG City project proposals due                             |
| February 15, 2017                                     | CDAC meeting-review possible City projects                  |
| March 15, 2017                                        | CDAC finalizes recommendations and confirms Public Service  |
| proposals eligibility for second year of their cycle. |                                                             |
| April 20, 2017                                        | CDAC recommendations and annual action plan to City Council |
| May 4, 2017                                           | Public Hearing/Action Plan adoption by City Council         |
| May 15, 2017                                          | Action Plan due to HUD                                      |

For questions or additional information about the community workshop, please call the City of Seaside at (831) 899-6734. Written comments or questions may be sent to Sharon Mikesell, Administrative Analyst, Community and Economic Development, City of Seaside, 440 Harcourt Avenue, Seaside, CA 93955 or by e-mail to [smikesell@ci.seaside.ca.us](mailto:smikesell@ci.seaside.ca.us).

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Assisted listening devices are also available upon request.



**AVISO DE PLANIFICACIÓN ANUAL  
Y TALLER COMUNITARIO  
FY 2017-2018  
(01 de julio del 2017 - 30 de junio del 2018)  
PROGRAMA DE SUBSIDIOS GLOBALES PARA EL  
DESARROLLO COMUNITARIO (CDBG)**

SE ESTÁ AVISANDO que la Ciudad de Seaside está continuando su planificación anual para el Programa de Subsidios Globales para el Desarrollo Comunitario (CDBG, por sus siglas en inglés) del 2017-2018. Cada año, la Ciudad recibe fondos del Departamento de Vivienda y Desarrollo Urbano de los EE.UU. (HUD, por sus siglas en inglés) a través del programa CDBG. El objetivo primario de CDBG es el desarrollo de las comunidades urbanas viables mediante la provisión de vivienda decente, un ambiente adecuado y ampliar las oportunidades económicas para los individuos/familias y comunidades de ingresos bajos y moderados. El 7 de mayo del 2015, el Consejo de la Ciudad de Seaside adoptó una resolución para adoptar un ciclo de financiación multianual. El proceso de planificación biennial comenzó el 16 de septiembre del 2015, con un taller comunitario.

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 un Taller de la Evaluación de Necesidades de la Comunidad el:

miércoles, 21 de septiembre del 2016, a las 6:30 p.m.

en el Cuarto Blackhorse del Centro Oldemeyer, 986 Hilby Avenue

Este taller comunitario solicitará comentarios del público sobre las necesidades prioritarias que dirigirán el concesionario de financiamiento para sólo proyectos CDBG del 2017-2018. 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, vea el calendario de eventos a continuación relacionados con la planificación de fondos CDBG para el 2017-2018, las aplicaciones para fondos CDBG, y las oportunidades para el comentario público. Por favor tenga en cuenta que las fechas están sujetas a cambio.

|                   |                                                                                                                                     |
|-------------------|-------------------------------------------------------------------------------------------------------------------------------------|
| November 2016     | NO taller obligatorio para solicitantes de CDBG este año                                                                            |
| January 15, 2017  | Las aplicaciones de proyectos de la Ciudad para CDBG deben entregarse                                                               |
| February 15, 2017 | Junta de CDAC - revisar posibles proyectos de la Ciudad                                                                             |
| March 15, 2017    | CDAC finaliza las recomendaciones y confirma la elegibilidad de las propuestas para Servicio Público para su ciclo del segundo año. |
| April 20, 2017    | Las recomendaciones de CDAC y el Plan de Acción anual al Concilio de la Ciudad                                                      |
| May 4, 2017       | Audiencia Pública/Adopción del Plan de Acción por el Concilio de la Ciudad                                                          |
| May 15, 2017      | Entregar el Plan de Acción a HUD                                                                                                    |

Para preguntas o información adicional sobre el taller comunitario o solicitar fondos CDBG, por favor llame a la Ciudad de Seaside al (831) 899-6734. Comentarios escritos o preguntas pueden ser enviados a Sharon Mikesell, de servicios comunitarios y desarrollo económico, Ciudad de Seaside, 440 Harcourt Avenue, Seaside, CA 93955 o vía correo electrónico a [smikesell@ci.seaside.ca.us](mailto:smikesell@ci.seaside.ca.us).

El taller comunitario se realizará en inglés. Si necesita un traductor, por favor contacte a la secretaria de la Ciudad en [lmilton@ci.seaside.ca.us](mailto:lmilton@ci.seaside.ca.us) o 899-6707, no menos de dos días de trabajo antes del taller para hacer los arreglos necesarios.

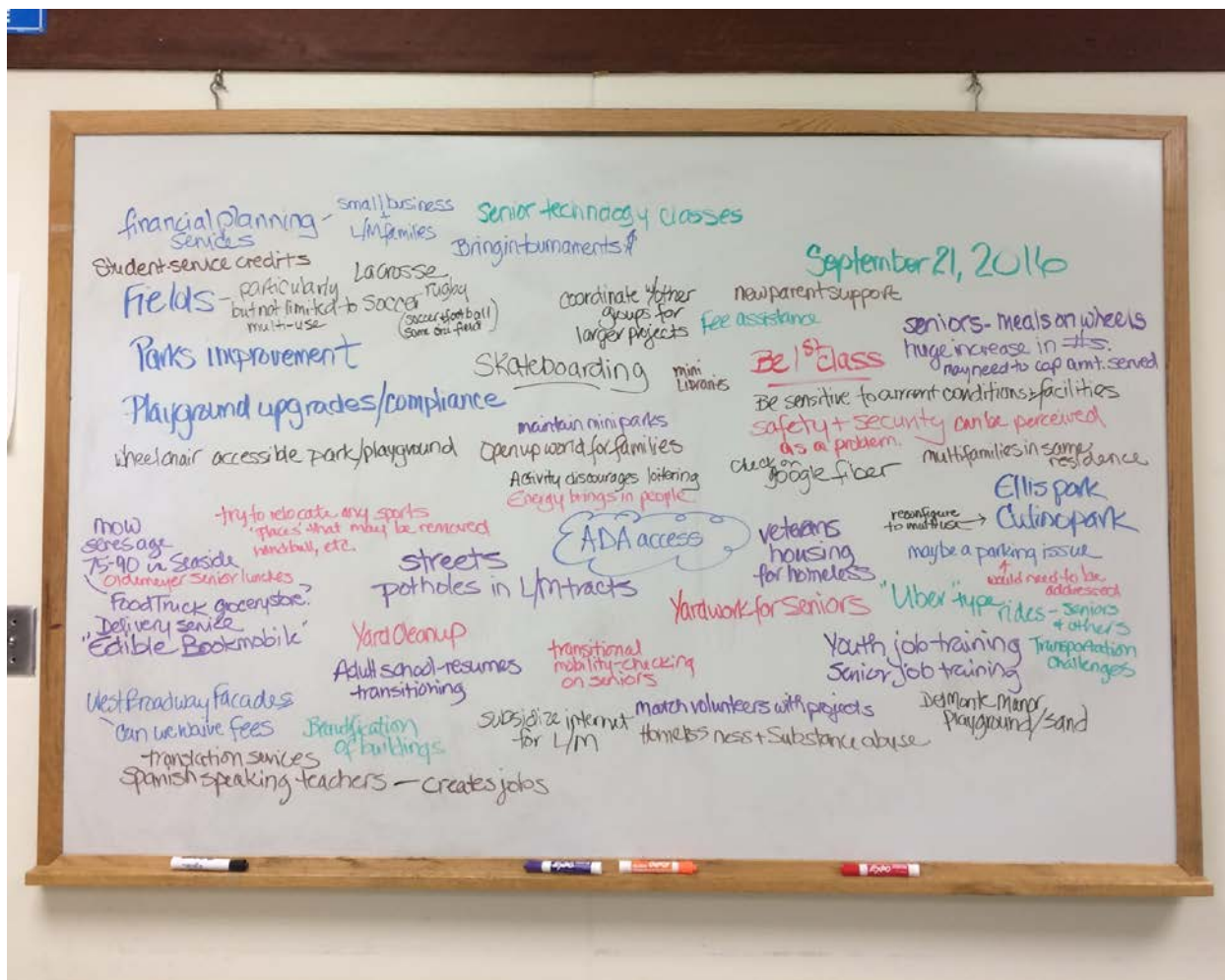
En cumplimiento de la Ley de Estadounidenses con Discapacidades (ADA), la Ciudad de Seaside no discrimina a las personas con discapacidades y es una instalación accesible. Cualquier persona con una discapacidad que requiere una modificación o acomodo para poder participar en este taller se le pide que llame a la oficina de la Secretaria Municipal a [lmilton@ci.seaside.ca.us](mailto:lmilton@ci.seaside.ca.us) o al 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.

Notice of Community Workshop

Annual Action Plan  
2017

12



## Brainstorming during Community Workshop 9-21-16

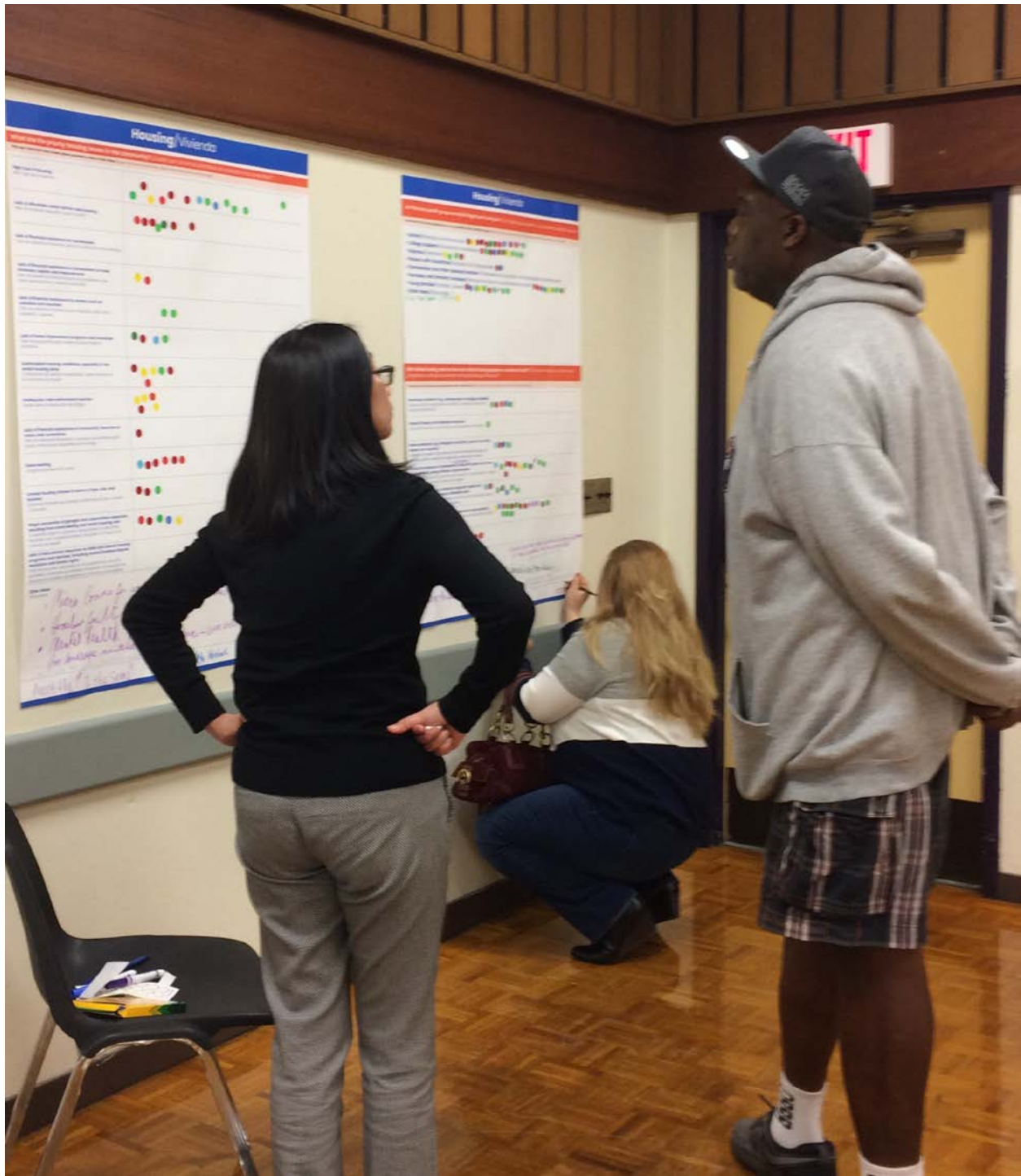
### 5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

No written public comments were received during the comment period.

### 6. Summary of comments or views not accepted and the reasons for not accepting them

All comments are welcomed and appreciated. There were no non-accepted comments.



Participants at Housing station General Plan update open house 2-17-17

## Housing/Vivienda

Are there any specific groups we should target new housing for? / ¿Hay algún grupo específico al que debemos dirigir la vivienda?

Please review list and add any additional groups. Space provided to write-in additional groups. / *Revisar lista y agregar cualquier grupo adicional. Espacio proporcionado para escribir grupos adicionales.*

- **Seniors**/Personas de tercera edad
  - **College students**/Estudiantes Universitarios
  - **Veterans**/Veteranos
  - **Persons with disabilities**/Personas con Discapacidades
  - **Farmworkers and other seasonal workers**/Trabajadores de campo y otro trabajodes de temporada
  - **Homeless and formerly homeless**/Personas sin techo or previamente sin techo
  - **Young families**/Familias Jovenes
  - **Other Ideas**/Otras Ideas.
- *AK-RUN Youth CIP-24*

With limited funding, what are the most critical housing programs or services to fund? / Con fondos limitados, ¿cuáles son los programas o servicios de vivienda más importantes para financiar?

Pick top 3 from list of key issues. Space provided to write in other ideas. / Elige 3 de la lista de temas clave. Espacio proporcionado para escribir otras ideas

homebuyer assistance (e.g., downpayment, mortgage subsidies)  
asistencia para compradores de vivienda (por ejemplo, pago inicial,  
subsídios hipotecarios)

Financial literacy and homebuyer education  
Educación financiera y educación para compradores de vivienda

enter assistance (e.g., emergency rent/utility payments, security deposit, rent subsidies)  
 asistencia al inquilino (por ejemplo, renta de emergencia/pagos de servicios públicos, depósito de seguridad, subsidios de alquiler)

financial assistance to homeowners to help with repairs and home improvements, energy efficiency improvements

financial assistance to landlords to help with repairs and improvements in exchange for affordable units  
ayuda financiera a los propietarios para ayudar en las reparaciones y mejoras a cambio de unidades asequibles

**Increased code enforcement and assistance for code correction**

para la aplicación de códigos y asistencia para infracciones de código

housing and tenant/landlord services  
 yenda justa y servicios de arrendatario/arrendador

er ideas  
s ideas  
17 16

4600/1000 = 4.6  
I like this style board best. Other side boards are too busy.  
communicating the assistance/benefit programs that exist.

seaside 2040 

### Feedback regarding housing at General Plan Update Open House 2-17-17

## **7. Summary**

The 2017-2018 Annual Action Plan is the final year of Seaside's Section 108 loan repayment. Public Service recipients with completed applications for the two year cycle kept their requested amounts within the suggested guidelines and when the grant is announced, their requests will be granted with any adjustments necessary equally proportional to all to utilize the full public service funding allowed. The Boys and Girls Club and Community Human Services requested facility improvement projects during the application period in 2016. Those requests are granted in full. The balance of the 2017-2018 grant funds not otherwise allocated for Administration or Section 108 loan repayment are recommended for allocation to the Cutino Park ADA improvement project.

## 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 | Community Development Department |

**Table 1 – Responsible Agencies**

### Narrative (optional)

The City of Seaside Community Development division 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 their Community Development Advisory Committee as well as 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 currently made up of John Francis, Sue Hawthorne, Rebecca Pieken and Clementine Bonner Klein. Jessica Piombo and Sharrline Napoleon served on the committee during part of the community outreach process resigning their positions in February and March 2017 respectively. 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 2 – Agencies, groups, organizations who participated**

|   |                                                                                                                                                                    |                                                                                                                                              |
|---|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------|
| 1 | <b>Agency/Group/Organization</b>                                                                                                                                   | Legal Services for Seniors                                                                                                                   |
|   | <b>Agency/Group/Organization Type</b>                                                                                                                              | Services-Elderly Persons                                                                                                                     |
|   | <b>What section of the Plan was addressed by Consultation?</b>                                                                                                     | Homeless Needs - Chronically homeless<br>Homelessness Needs - Veterans<br>Non-Homeless Special Needs<br>Anti-poverty Strategy                |
|   | <b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b> | Legal Services for Seniors regularly has a representative at CDAC meetings and workshops and actively participates in all topic discussions. |
| 2 | <b>Agency/Group/Organization</b>                                                                                                                                   | Community Partnership for Youth                                                                                                              |
|   | <b>Agency/Group/Organization Type</b>                                                                                                                              | Services-Children                                                                                                                            |

|   |                                                                                                                                                                        |                                                                                                                                                         |
|---|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------|
|   | <b>What section of the Plan was addressed by Consultation?</b>                                                                                                         | Homeless Needs - Families with children<br>Homelessness Needs - Unaccompanied youth<br>Non-Homeless Special Needs                                       |
|   | <b>Briefly describe how the Agency/Group/Organization was consulted.<br/>What are the anticipated outcomes of the consultation or areas for improved coordination?</b> | CPY regularly has a representative at CDAC meetings and workshops and actively participates in discussions of all topics.                               |
| 3 | <b>Agency/Group/Organization</b>                                                                                                                                       | Boys and Girls Club of Monterey County                                                                                                                  |
|   | <b>Agency/Group/Organization Type</b>                                                                                                                                  | Services-Children                                                                                                                                       |
|   | <b>What section of the Plan was addressed by Consultation?</b>                                                                                                         | Homeless Needs - Families with children<br>Homelessness Needs - Unaccompanied youth<br>Non-Homeless Special Needs                                       |
|   | <b>Briefly describe how the Agency/Group/Organization was consulted.<br/>What are the anticipated outcomes of the consultation or areas for improved coordination?</b> | The Boys and Girls Club of Monterey County regularly has a representative at CDAC meetings and workshops and participates in discussions of all topics. |
| 5 | <b>Agency/Group/Organization</b>                                                                                                                                       | Girls, Inc. of the Central Coast                                                                                                                        |
|   | <b>Agency/Group/Organization Type</b>                                                                                                                                  | Services-Children<br>Services-Education                                                                                                                 |
|   | <b>What section of the Plan was addressed by Consultation?</b>                                                                                                         | Homeless Needs - Families with children<br>Homelessness Needs - Unaccompanied youth<br>Non-Homeless Special Needs                                       |
|   | <b>Briefly describe how the Agency/Group/Organization was consulted.<br/>What are the anticipated outcomes of the consultation or areas for improved coordination?</b> | A representative from Girls Inc. has participated in CDAC meetings and workshops as well as discussion of all topics covered.                           |

|   |                                                                                                                                                                    |                                                                                                                                                                                                                   |
|---|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 6 | <b>Agency/Group/Organization</b>                                                                                                                                   | Community Human Services                                                                                                                                                                                          |
|   | <b>Agency/Group/Organization Type</b>                                                                                                                              | Services - Housing<br>Services-Health                                                                                                                                                                             |
|   | <b>What section of the Plan was addressed by Consultation?</b>                                                                                                     | Homeless Needs - Families with children                                                                                                                                                                           |
|   | <b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b> | A representative from Community Human Services regularly attends CDAC meetings and workshops and participates in all discussion topics.                                                                           |
| 8 | <b>Agency/Group/Organization</b>                                                                                                                                   | Salvation Army Monterey Peninsula Corps                                                                                                                                                                           |
|   | <b>Agency/Group/Organization Type</b>                                                                                                                              | Housing<br>Services - Housing                                                                                                                                                                                     |
|   | <b>What section of the Plan was addressed by Consultation?</b>                                                                                                     | Housing Need Assessment<br>Homeless Needs - Chronically homeless<br>Homeless Needs - Families with children<br>Homelessness Needs - Veterans<br>Homelessness Needs - Unaccompanied youth<br>Homelessness Strategy |
|   | <b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b> | 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 | <b>Agency/Group/Organization</b>                                                                                                                                   | The Village Project, Inc.                                                                                                                                                                                         |
|   | <b>Agency/Group/Organization Type</b>                                                                                                                              | Services-Children<br>Services-Education                                                                                                                                                                           |
|   | <b>What section of the Plan was addressed by Consultation?</b>                                                                                                     | Homeless Needs - Families with children<br>Homelessness Needs - Unaccompanied youth<br>Non-Homeless Special Needs                                                                                                 |

|                                                                                                                                                                           |                                                                                                                  |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------|
| <p><b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b></p> | <p>The Village Project participates in discussion of all topics when a representative attends CDAC meetings.</p> |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------|

### 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 |
| Affordable Housing/Shelter Round Table | City of Monterey                         | Homelessness Strategy Homeless Needs                                                                                                                               |
| City of Sesaide General Plan Update    | City of Seaside                          | Affordable housing Homelessness Strategy                                                                                                                           |

**Table 3 – Other local / regional / federal planning efforts**

### Narrative (optional)

The City of Seaside participates in discussions with neighboring agencies regarding homeless strategy plans and affordable housing. The City is currently in the process of updating the General Plan, including the Housing Element and as a result is hosting many openhouses, workshops and discussions, including the entire community. The City also participated in the Affordable Housing/Shelter Project Round Table session November

16, 2016 at the City Of Monterey where regional participants discussed potential projects, impediments and possible future collaboration efforts. Seaside is collaborating on a MOU with the Cities of Monterey and Salinas along with Monterey County and the Housing Authority of Monterey County to prepare the Assessment of Fair Housing as a group with a completion target of fall 2019. All this is in addition to the Monthly Community Development Advisory Committee meetings, directly addressing the city of Seaside's CDBG program.

## 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. The Community Development Advisory Committee meets monthly and all comments are always welcomed and appreciated.

### 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. September 16, 2015 and September 21, 2016 for this two year cycle | 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   | <p>Minorities</p> <p>Non-English Speaking - Specify other language: Spanish</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Residents of Public and Assisted Housing</p> | 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   | <p>Minorities</p> <p>Non-English Speaking - Specify other language: Spanish</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Residents of Public and Assisted Housing</p> | <p>13 people signed in for the November 18, 2015 Application workshop. The meeting was mandatory for public service recipients for 2016-2018 (two year cycle)</p> | <p>Comments and questions were directed to the application process and most were procedural and not about the program</p> | <p>All comments are welcomed and appreciated.</p> |                     |

| 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 Meeting   | Non-targeted/broad community | The Community Development Advisory Committee holds monthly meetings the 3rd Wednesday each month at the Oldemeyer Center (ADA accessible and outside City Hall. Sign-ins are not required. If attendees provide email, they can join mailing list. | Comments are variable each meeting, all attendees are welcome to comment on all items presented. The meeting room is set up as a "roundtable" type setting. | All comments are always welcomed. Meetings are properly agendaized and posted in accordance to the Brown Act. Agendas are available on the City website. | <a href="http://www.ci.seaside.ca.us/129/Agendas-Minutes">http://www.ci.seaside.ca.us/129/Agendas-Minutes</a> |

| 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)                                                                                         |
|------------|------------------|--------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------|
| 5          | Public Meeting   | Non-English Speaking - Specify other language: Spanish<br><br>Non-targeted/broad community | The City of Seaside is working on their General Plan Update, including the housing element. A series of workshops/open houses and task force meetings have been held. | Comments have been varied and all are taken into consideration for the policy document expected for completion in 2018. | All comments are welcomed and encouraged. A complete listing of events and | <a href="http://seaside2040.com/index.php/get-involved/">http://seaside2040.com/index.php/get-involved/</a> |
| 6          | Newspaper Ad     | Non-English Speaking - Specify other language: Spanish<br><br>Non-targeted/broad community | Notice of Public Review Draft 2017-2018 Annual Action Plan published in Monterey County Weekly on May 11, 2017.                                                       |                                                                                                                         |                                                                            |                                                                                                             |

| 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)                                                                                                                         |
|------------|------------------|------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------|------------------------------|----------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------|
| 7          | Public Meeting   | <p>Minorities</p> <p>Non-English Speaking - Specify other language: Spanish</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> | City Council Meeting, June 1, 2017. Presenting CDAC recommendations for Annual Action Plan |                              |                                              | <a href="http://www.ci.seaside.ca.us/129/City-Council-Committee-Agendas">http://www.ci.seaside.ca.us/129/City-Council-Committee-Agendas</a> |

| 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)                                                                                                                         |
|------------|------------------|------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------|----------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------|
| 8          | Public Hearing   | <p>Minorities</p> <p>Non-English Speaking - Specify other language: Spanish</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> | Public hearing to conclude the 30 day public comment period and approve AAP and associated documents for submittal to HUD. | AAP to be submitted to HUD with associated documents no later than August 15, 2017 |                                              | <a href="http://www.ci.seaside.ca.us/129/City-Council-Committee-Agendas">http://www.ci.seaside.ca.us/129/City-Council-Committee-Agendas</a> |

**Table 4 – 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 \$360,000. The City's CDBG program also plans to receive approximately \$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.

#### 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<br>Admin and Planning<br>Economic Development<br>Housing<br>Public Improvements<br>Public Services | 360,000                          | 100,000            | 0                        | 460,000   | 842,300                                          | All amounts approximate. |

**Table 5 - 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**

The CDBG program has no matching requirement, however all subrecipients are required to submit information regarding leveraging resources and contributions of matching funds for all proposed projects, programs and activities as part of Seaside's funding application.

**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**

There are no additional resources to address in this discussion. Amounts listed above are approximate. The 2017-2018 actual CDBG grant award amount for Seaside has not been announced as of the writing of the Annual Action Plan.

## 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 service activities other than Low/Moderate Income Housing Benefit: 702 Persons Assisted<br>Public service activities for Low/Moderate Income Housing Benefit: 38 Households Assisted                                         |
| 2          | Improve Accessibility for Persons w/ Disabilities | 2015       | 2019     | Non-Housing Community Development          |                 | Infrastructure    | CDBG: \$204,332 | Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 951 Persons Assisted                                                                                                                   |
| 3          | Construct or Upgrade Public Facilities            | 2015       | 2019     | Non-Housing Community Development          |                 | Public Facilities | CDBG: \$79,000  | Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 1200 Persons Assisted<br>Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 130 Households Assisted |

**Table 6 – Goals Summary**

## Goal Descriptions

|   |                         |                                                                                                                                          |
|---|-------------------------|------------------------------------------------------------------------------------------------------------------------------------------|
| 1 | <b>Goal Name</b>        | Enhance Access to Social Services                                                                                                        |
|   | <b>Goal Description</b> | Public Service activities other than Low/Moderate income Housing. Benefit 500 persons assisted.                                          |
| 2 | <b>Goal Name</b>        | Improve Accessibility for Persons w/ Disabilities                                                                                        |
|   | <b>Goal Description</b> | Public facility or infrastructure activities other than low/moderate income housing benefit. Accessibility improvements for Cutino park. |
| 3 | <b>Goal Name</b>        | Construct or Upgrade Public Facilities                                                                                                   |
|   | <b>Goal Description</b> | Public facility of infrastructure activities other than low/moderate income housing benefit. Improvements to various public facilities.  |

**Table 7 – 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 upgrading the facility of 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 2017-2018 are summarized below. All activities identified are expected to be completed no later than June 30, 2018. 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 Locks, Doors and Windows Improvement                     |
| 4  | Genesis House-Window improvements                                            |
| 5  | Salvation Army Housing Program Support                                       |
| 6  | Girls Inc. After School Leadership Mentoring                                 |
| 7  | The Village Project-Mae C. Johnson Education and Cultural Enrichment Academy |
| 8  | Legal Services for Seniors                                                   |
| 9  | Community Partnership for Youth                                              |
| 10 | Cutino Park Accessibility Improvements                                       |

**Table 8 – 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. Pending the official announcement of grant funds, all requests from non-profit applicants submitting complete applications were considered as 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 any excess or shortfall of the difference of available funding. For planning purposes, this document assumes the total amount of available public service funding will be \$69,450.

## Projects

### AP-38 Projects Summary

#### Project Summary Information

Table 9 – Project Summary

|   |                                                                                                |                                                            |
|---|------------------------------------------------------------------------------------------------|------------------------------------------------------------|
| 1 | <b>Project Name</b>                                                                            | General Administration                                     |
|   | <b>Target Area</b>                                                                             |                                                            |
|   | <b>Goals Supported</b>                                                                         |                                                            |
|   | <b>Needs Addressed</b>                                                                         |                                                            |
|   | <b>Funding</b>                                                                                 | CDBG: \$92,000                                             |
|   | <b>Description</b>                                                                             | Administrative Costs for the City of Seaside CDBG Program  |
|   | <b>Target Date</b>                                                                             |                                                            |
|   | <b>Estimate the number and type of families that will benefit from the proposed activities</b> |                                                            |
|   | <b>Location Description</b>                                                                    |                                                            |
|   | <b>Planned Activities</b>                                                                      | Administration of the CDBG program for the City of Seaside |
| 2 | <b>Project Name</b>                                                                            | Section 108 Loan Repayment                                 |
|   | <b>Target Area</b>                                                                             |                                                            |

|          |                                                                                                |                                                                                                                              |
|----------|------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------|
|          | <b>Goals Supported</b>                                                                         | Construct or Upgrade Public Facilities                                                                                       |
|          | <b>Needs Addressed</b>                                                                         | Infrastructure                                                                                                               |
|          | <b>Funding</b>                                                                                 | CDBG: \$15,218                                                                                                               |
|          | <b>Description</b>                                                                             | Repayment of Section 108 Loan to undertake installation of public works improvements in the City Center Revitalization Area  |
|          | <b>Target Date</b>                                                                             |                                                                                                                              |
|          | <b>Estimate the number and type of families that will benefit from the proposed activities</b> |                                                                                                                              |
|          | <b>Location Description</b>                                                                    |                                                                                                                              |
|          | <b>Planned Activities</b>                                                                      | Repayment of Section 108 Loan to undertake installation of public works improvements in the City Center Revitalization Area. |
| <b>3</b> | <b>Project Name</b>                                                                            | Boys and Girls Club Locks, Doors and Windows Improvement                                                                     |
|          | <b>Target Area</b>                                                                             |                                                                                                                              |
|          | <b>Goals Supported</b>                                                                         | Construct or Upgrade Public Facilities                                                                                       |
|          | <b>Needs Addressed</b>                                                                         | Public Facilities                                                                                                            |
|          | <b>Funding</b>                                                                                 | CDBG: \$49,000                                                                                                               |
|          | <b>Description</b>                                                                             | Security and energy efficiency upgrades to the Seaside Boys and Girls Clubhouse.                                             |
|          | <b>Target Date</b>                                                                             | 6/30/2018                                                                                                                    |
|          | <b>Estimate the number and type of families that will benefit from the proposed activities</b> | 700 youth will benefit from the proposed activities.                                                                         |

|   |                                                                                                |                                                                                                                                                                  |
|---|------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 4 | <b>Location Description</b>                                                                    | 1332 La Salle, Seaside, CA 93955                                                                                                                                 |
|   | <b>Planned Activities</b>                                                                      | Upgrade doors and locks for security and upgrade windows for energy efficiency.                                                                                  |
|   | <b>Project Name</b>                                                                            | Genesis House-Window improvements                                                                                                                                |
|   | <b>Target Area</b>                                                                             |                                                                                                                                                                  |
|   | <b>Goals Supported</b>                                                                         | Construct or Upgrade Public Facilities                                                                                                                           |
|   | <b>Needs Addressed</b>                                                                         | Public Facilities                                                                                                                                                |
|   | <b>Funding</b>                                                                                 | CDBG: \$30,000                                                                                                                                                   |
|   | <b>Description</b>                                                                             | Community Human Services will replace 72 single pane windows at the Genesis House with double pane, vinyl windows to increase energy efficiency.                 |
|   | <b>Target Date</b>                                                                             |                                                                                                                                                                  |
|   | <b>Estimate the number and type of families that will benefit from the proposed activities</b> | 130 persons are expected to benefit from the proposed activities at this residential drug treatment facility. The persons may include homeless and HIV-positive. |
|   | <b>Location Description</b>                                                                    | 1152 Sonoma Avenue, Seaside, CA 93955                                                                                                                            |
|   | <b>Planned Activities</b>                                                                      | Community Human Services will replace 72 single pane windows at the Genesis House with double pane, vinyl windows to increase energy efficiency.                 |
| 5 | <b>Project Name</b>                                                                            | Salvation Army Housing Program Support                                                                                                                           |
|   | <b>Target Area</b>                                                                             |                                                                                                                                                                  |
|   | <b>Goals Supported</b>                                                                         | Enhance Access to Social Services                                                                                                                                |
|   | <b>Needs Addressed</b>                                                                         | Affordable Housing<br>Public Services                                                                                                                            |
|   | <b>Funding</b>                                                                                 | CDBG: \$14,690                                                                                                                                                   |

|  |                                                                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|--|------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|  | <b>Description</b>                                                                             | Program assistance for staffing of the Salvation Army's transitional housing program National Objective LMC; Presumed benefit yes (homeless persons); Matrix Code03T; Performance Objective: Suitable Living Environment; Performance Outcome: Availability/Accessibility.                                                                                                                                                                                                                               |
|  | <b>Target Date</b>                                                                             | 6/30/2018                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|  | <b>Estimate the number and type of families that will benefit from the proposed activities</b> | It is estimated that 38 households will benefit from the activities. The objective is to reduce the number of unsheltered individuals through significant and planned intervention by case management and wrap around services. The Salvation Army provides counseling services to individuals while sheltered. The services enables clients to concentrate on creating budgets, gaining employment and increasing their savings. The clients are monitored throughout the program and after completion. |
|  | <b>Location Description</b>                                                                    | 1491 Contra Costa, Seaside, CA 93955                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|  | <b>Planned Activities</b>                                                                      | Assistance for paying housing program staff salaries for 2017-2018                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|  | <b>6</b>                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|  | <b>Project Name</b>                                                                            | Girls Inc. After School Leadership Mentoring                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|  | <b>Target Area</b>                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|  | <b>Goals Supported</b>                                                                         | Enhance Access to Social Services                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|  | <b>Needs Addressed</b>                                                                         | Public Services                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|  | <b>Funding</b>                                                                                 | CDBG: \$8,690                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|  | <b>Description</b>                                                                             | Developmentally appropriate after school workshops addressing positive outcomes for youth and encouraging continuing post-secondary education.                                                                                                                                                                                                                                                                                                                                                           |
|  | <b>Target Date</b>                                                                             | 6/30/2018                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|  | <b>Estimate the number and type of families that will benefit from the proposed activities</b> | An estimated 80 persons will benefit from the proposed workshops.                                                                                                                                                                                                                                                                                                                                                                                                                                        |

|          |                                                                                                |                                                                                                                                                                                                                                                            |
|----------|------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|          | <b>Location Description</b>                                                                    | Girls, Inc. will conduct ECHO, Will Power, Won't Power and Friendly Peersuasion workshops at three Seaside schools.                                                                                                                                        |
|          | <b>Planned Activities</b>                                                                      | 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. |
| <b>7</b> | <b>Project Name</b>                                                                            | The Village Project-Mae C. Johnson Education and Cultural Enrichment Academy                                                                                                                                                                               |
|          | <b>Target Area</b>                                                                             |                                                                                                                                                                                                                                                            |
|          | <b>Goals Supported</b>                                                                         | Enhance Access to Social Services                                                                                                                                                                                                                          |
|          | <b>Needs Addressed</b>                                                                         | Public Services                                                                                                                                                                                                                                            |
|          | <b>Funding</b>                                                                                 | CDBG: \$14,690                                                                                                                                                                                                                                             |
|          | <b>Description</b>                                                                             | Afterschool Academy created to provide tutoring and counseling to meet the social and emotional developmental needs of highly at risk students grades 1-12.                                                                                                |
|          | <b>Target Date</b>                                                                             | 6/30/2018                                                                                                                                                                                                                                                  |
|          | <b>Estimate the number and type of families that will benefit from the proposed activities</b> | 27 At-risk Seaside youth will benefit from this afterschool program.                                                                                                                                                                                       |
|          | <b>Location Description</b>                                                                    |                                                                                                                                                                                                                                                            |
|          | <b>Planned Activities</b>                                                                      | The funds requested will partially fund the salary of one part-time tutor in the Afterschool Academy                                                                                                                                                       |
| <b>8</b> | <b>Project Name</b>                                                                            | Legal Services for Seniors                                                                                                                                                                                                                                 |
|          | <b>Target Area</b>                                                                             |                                                                                                                                                                                                                                                            |
|          | <b>Goals Supported</b>                                                                         | Enhance Access to Social Services                                                                                                                                                                                                                          |
|          | <b>Needs Addressed</b>                                                                         | Public Services                                                                                                                                                                                                                                            |

|   |                                                                                                |                                                                                                                                                                                                                                    |
|---|------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|   | <b>Funding</b>                                                                                 | CDBG: \$15,690                                                                                                                                                                                                                     |
|   | <b>Description</b>                                                                             | To provide no-cost legal services up to and including court representation to all Seaside residents 60 years of age and above.                                                                                                     |
|   | <b>Target Date</b>                                                                             | 6/30/2018                                                                                                                                                                                                                          |
|   | <b>Estimate the number and type of families that will benefit from the proposed activities</b> | 180 Seaside seniors will benefit from the proposed activities.                                                                                                                                                                     |
|   | <b>Location Description</b>                                                                    | 915 Hilby Avenue, Suite 2, Seaside, CA 93955                                                                                                                                                                                       |
|   | <b>Planned Activities</b>                                                                      | 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. |
|   |                                                                                                |                                                                                                                                                                                                                                    |
| 9 | <b>Project Name</b>                                                                            | Community Partnership for Youth                                                                                                                                                                                                    |
|   | <b>Target Area</b>                                                                             |                                                                                                                                                                                                                                    |
|   | <b>Goals Supported</b>                                                                         | Enhance Access to Social Services                                                                                                                                                                                                  |
|   | <b>Needs Addressed</b>                                                                         | Public Services                                                                                                                                                                                                                    |
|   | <b>Funding</b>                                                                                 | CDBG: \$15,690                                                                                                                                                                                                                     |
|   | <b>Description</b>                                                                             | 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.                                                   |
|   | <b>Target Date</b>                                                                             | 6/30/2018                                                                                                                                                                                                                          |
|   | <b>Estimate the number and type of families that will benefit from the proposed activities</b> | 415 low income youth will benefit from the proposed activities.                                                                                                                                                                    |

|           |                                                                                                |                                                                                                                                                                                  |
|-----------|------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|           | <b>Location Description</b>                                                                    | 775 Kimball Avenue, Seaside, CA 93955                                                                                                                                            |
|           | <b>Planned Activities</b>                                                                      | 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. |
| <b>10</b> | <b>Project Name</b>                                                                            | Cutino Park Accessibility Improvements                                                                                                                                           |
|           | <b>Target Area</b>                                                                             |                                                                                                                                                                                  |
|           | <b>Goals Supported</b>                                                                         | Improve Accessibility for Persons w/ Disabilities                                                                                                                                |
|           | <b>Needs Addressed</b>                                                                         | Public Facilities                                                                                                                                                                |
|           | <b>Funding</b>                                                                                 | CDBG: \$204,000                                                                                                                                                                  |
|           | <b>Description</b>                                                                             | Accessibility upgrades for Cutino Park's entrances, pathways, restrooms, snack shack, playground and spectator seating.                                                          |
|           | <b>Target Date</b>                                                                             | 6/30/2018                                                                                                                                                                        |
|           | <b>Estimate the number and type of families that will benefit from the proposed activities</b> | 951 disabled persons who are all considered "low income" by HUD will benefit from the proposed upgrades.                                                                         |
|           | <b>Location Description</b>                                                                    | 1324 LaSalle Street, Seaside, CA 93955 (Census tract 138)                                                                                                                        |
|           | <b>Planned Activities</b>                                                                      | Accessibility upgrades for Cutino Park's entrances, pathways, restrooms, snack shack, playground and spectator seating.                                                          |

## **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.

### **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..

### **Discussion**

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.

## 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 2017-2018 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 10 - 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 11 - One Year Goals for Affordable Housing by Support Type**

## **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**

As of June 30, 2016, HACM has converted all public housing units countywide into Project-Based Rental Assistance. In partnership 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**

The Family Self Sufficiency Program is designed to help families become financially independent of cash aid assistance by obtaining employment. Successful participating families are rewarded with a savings account that is established by the HACM. Additionally, the HACM's commitment to its program participants is solidified by the HACM partnering and collaborating with a variety of local service providers that are equally interested in helping families reach their goal of self sufficiency. Services may include career counseling, education (GED and beyond), financial literacy, job training, parenting skills, and homeownership preparation.

### **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."

## **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 reaching 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.

Seaside plans to participate in AFH outreach efforts through an MOU with the Cities of Salinas and Monterey, Monterey County and the Housing Authority of Monterey County to further find out the needs of the entire community.

### **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 Fund. The City will continue to participate in discussions such as the City of Monterey sponsored Affordable Housing/Shelter Project Round Table meeting on November 16, 2016.

**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 a 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 Continuum of Care funding that will target the chronically homeless and increasing the number of beds for the chronically homeless by modifying existing Continuum of 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 discharge policies and transition aged-out foster youth to housing and income stability.

## **Discussion**

Many seniors, even homeowners, face financial challenges due to limited incomes. Senior households, especially those on limited incomes, need affordable housing. Seniors also face housing challenges related to physical disabilities. Many of the disabilities are age related, including declining mobility and self-care issues that interfere with their ability to remain independent. Seniors have a variety of housing options, including:

- Independent living – seniors reside in their home or apartment with little support or care
- Assisted living facilities – senior maintains a level of independence, residing in an apartment, and receives varied levels of support and assistance such as light housekeeping, meals, transportation, and/or medication
- Residential care facilities – typically a smaller licensed facility, often with 6 or fewer residents, that provides services similar to those provided by assisted living facilities
- Intermediate care or skilled nursing facilities – a licensed facility that provides a higher, continuous level of professional care

Although a variety of housing options are available to seniors, and all housing options are available in Seaside, facilities providing supportive services and a higher level of care are expensive. Most affordable senior housing is classified as independent living and does not provide supportive services. Lower-income seniors cannot afford to take advantage of many of the housing options and consequently remain in independent living situations struggling with self-care issues. The Monterey County Department of Social Services provides a Senior Information, Referral and Assistance hotline, which is initial point of contact for people seeking information about senior services. The program specializes in information related to the needs of seniors and people with disabilities.

**There are a variety of disabilities, including sensory, physical, mental, and developmental. Disabilities can result in mobility, self-care, and employment limitations.**

The majority of disabled persons have income significantly lower than that of the non-disabled population and require housing assistance. While it is difficult to determine how many of the disabled require supportive housing services, it can be assumed that those with mobility and/or self-care limitations have special needs and require in-home supportive services and special housing accommodations. The Monterey County Commission on Disabilities provides guidance to the County Board of Supervisors regarding matters related to equal access to employment, public services, communications, and public accommodations for people with disabilities. The commission operates out of the Equal Opportunities Office, which is a primary resource for disabled persons in Monterey County, including Seaside.

Persons with mental health disabilities range from those who can live and work within the community to those with severe mental illness who require special housing accommodations, constant medical attention, and supportive services. Monterey County System of Care provides a variety of services to the mentally ill. The System of Care identifies housing as a constant struggle for the severely mentally ill. Mental health clients are typically low income; in addition, their illnesses have resulted in rental histories or credit histories that do not meet typical rent requirements and limit their housing options.

## **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 environmental constraints. That 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 and will be working with the other CDBG recipient agencies in Monterey County on the Assessment of Fair Housing outreach. 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 low income~~ households. For further 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**

The City of Seaside's updated Housing Element should be near completion during this AAP. Five agencies in Monterey County, including Seaside will work jointly on the Assessment of Fair Housing during 2017-2018.

## **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 2017-2018. 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. If lead hazards are discovered in a residential or a commercial building, the agency responsible for abatement would be the Monterey Bay Air Resources District.

### **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. The City's General Plan is in the process of updating and includes a proactive plan for Economic Development as part of the housing strategy to improve the quality of life. Seaside's Economic Opportunity plan 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 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 as well as joining forces with the other CDBG recipient agencies in Monterey County for AFH outreach.

## Program Specific Requirements

### AP-90 Program Specific Requirements – 91.220(l)(1,2,4)

#### Introduction

#### Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(l)(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        |
| <b>Total Program Income:</b>                                                                                                                                                                   | <b>0</b> |

#### 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. | 95.45% |

#### Discussion

The City of Seaside entered into a repayment agreement with the US Department of Housing and Urban Development in 2014. The total funds of \$408,648.12 were repaid in full in 2016-2017.

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: **May 11, 2017**

I certify (or declare) under penalty of perjury that the foregoing is true and correct.

Name....Linda S. Maceira...Signature.....*Linda S. Maceira*.....Dated:..May 11, 2017...Monterey, California



**NOTICE OF PUBLIC REVIEW  
DRAFT  
2017-2018 ANNUAL ACTION  
PLAN  
COMMUNITY DEVELOPMENT**

**BLOCK GRANT (CDBG) PROGRAM**

**NOTICE IS HEREBY GIVEN** that on or before May 15, 2017 the City of Seaside will publish the draft 2017-2018 Annual Action Plan for the Community Development Block Grant (CDBG). This year, the City anticipates receiving funding from the US Department of Housing and Urban Development (HUD) through the CDBG program. The primary objective of CDBG is to develop viable urban communities through the provision of decent housing, a suitable living environment, and expanded economic opportunities for low- and moderate-income individuals/families and communities.

The Community Development Advisory Committee (CDAC) has made recommendations on the use of CDBG funds and has forwarded them to the City Council for consideration. The CDAC recommendations are included in the draft annual Action Plan. On June 1, 2017 the City Council will consider CDAC recommendations and the draft 2017-2018 Annual Action Plan. The City Council will provide direction to staff on the CDAC recommendations.

On June 15, 2017 the City Council is scheduled to consider the final 2017-2018 Annual Action Plan, and is expected to direct staff to submit the plan to HUD no later than August 16, 2017. The City will hear public comment on the annual Action Plan at each meeting of the City Council and will accept public comment in writing as of the date of this notice through June 15, 2017.

**NOTICE IS HEREBY GIVEN** that the City Council will consider CDAC recommendations for the use of 2017-2018 CDBG funds during its regular meeting:

Thursday, June 1, 2017, at 7:00 p.m. or as soon after  
City Council Chambers, 440 Harcourt Ave

**NOTICE IS HEREBY GIVEN** that the City Council will consider the 2017-2018 Annual Action Plan for adoption during a public hearing on:

Thursday, June 15, 2017, at 7:00 p.m. or as soon after  
City Council Chambers, 440 Harcourt Ave

**PUBLIC COMMENT**

Citizens and interested parties are invited to review the draft Action Plan beginning on May 15, 2017, on the City's website and at the following locations: Seaside City Hall; Seaside Public Library; Seaside Fire Station; Oldemeyer Community Center. The final Annual Action Plan will be published with the City Council agenda for the June 15 meeting.

The public is invited to provide oral or written comments regarding these plans. A summary of public comments received and the City's responses will become part of the public record. Comments will be accepted as of the date of this notice to close on June 15, 2017.

Any oral or written comments must be directed to:

Sharon Mikesell, Administrative Analyst  
City of Seaside  
440 Harcourt Avenue  
Seaside, CA 93955  
Phone: 831-899-6734  
Fax: 831-899-6211  
SMikesell@ci.seaside.ca.us



**AVISO DE REVISIÓN PÚBLICA  
DEL BORRADOR**

**PLAN DE ACCIÓN ANUAL DEL  
2017-2018 PROGRAMA DE  
SUBSIDIOS GLOBALES PARA EL**

**DESARROLLO COMUNITARIO (CDBG)**

**SE ESTÁ AVISANDO** que en o antes del 15 de mayo del 2017 la Ciudad de Seaside publicará el borrador del Plan de Acción Anual del 2017-2018 para el Programa de Subsidios Globales para el Desarrollo Comunitario (CDBG). Este año, la Ciudad anticipa recibir fondos del Departamento de Vivienda y Desarrollo Urbano de los EE.UU. (HUD) a través del programa CDBG. El objetivo principal de CDBG es desarrollar comunidades urbanas viables mediante la provisión de vivienda digna, un medio de vida adecuado y ampliación de las oportunidades económicas para individuos/familias y comunidades de bajos y moderados ingresos.

El Comité Consultivo para el Desarrollo Comunitario (CDAC) ha hecho recomendaciones sobre el uso de fondos de CDBG y las ha remitido al Concilio de la Ciudad para su consideración. Las recomendaciones de CDAC se incluyen en el borrador del Plan de Acción Anual. El 1 de junio del 2017 el Concilio de la Ciudad considerará las recomendaciones de CDAC y el borrador del Plan de Acción Anual del 2017-2018. El Concilio de la Ciudad proporcionará dirección al personal en las recomendaciones de CDAC.

El 15 de junio del 2017 el Concilio de la Ciudad tiene previsto considerar el Plan de Acción Anual final del 2017-2018 y se espera que dirija al personal para presentar el plan a HUD no más tarde del 15 de agosto del 2017. La Ciudad escuchará comentarios públicos sobre el Plan de Acción anual en cada reunión del Concilio de la Ciudad y aceptará comentarios públicos por escrito a partir de la fecha de este aviso hasta el 15 de junio del 2017.

**SE ESTÁ AVISANDO** que el Concilio de la Ciudad considerará las recomendaciones de CDAC para el uso de fondos de CDBG del 2017-2018 durante su reunión regular:

jueves, 1 de junio del 2017, a las 7:00 p.m. o poco después  
Cámara del Concilio de la Ciudad, 440 Harcourt Ave

**SE ESTÁ AVISANDO** que el Concilio de la Ciudad considerará el Plan de Acción Anual del 2017-2018 para adopción durante una audiencia pública el:

jueves, 15 de junio del 2017, a las 7:00 p.m. o poco después  
Cámara del Concilio de la Ciudad, 440 Harcourt Ave

**COMENTARIO PÚBLICO**

Los ciudadanos y los que están interesados están invitados a revisar el borrador del Plan de Acción a partir del 15 de mayo del 2017, la página web de la Ciudad y en los siguientes lugares: Municipio de la Ciudad de Seaside (City Hall); Biblioteca Pública de Seaside; Estación de Bomberos de Seaside; Centro Comunitario Oldemeyer. El Plan de Acción Anual final será publicado con la agenda del Concilio de la Ciudad para la reunión del 15 de junio.

Invitamos al público es invitado a proporcionar comentarios orales o escritos sobre estos planes. Un resumen de los comentarios públicos recibidos y las respuestas de la Ciudad pasarán a formar parte del registro público. Se aceptarán comentarios a partir de la fecha de este aviso y se cerrará el 15 de junio del 2017.

Comentarios debe ser Dirigidos a:

Sharon Mikesell, Analista Administrativo  
Ciudad de Seaside  
440 Harcourt Avenue  
Seaside, CA 93955  
Teléfono: 831-899-6734  
Fax: 831-899-6211  
SMikesell@ci.seaside.ca.us



RESOURCE MANAGEMENT SERVICES  
440 Harcourt Avenue Telephone (831) 899-6725  
Seaside, California 93955 FAX (831) 899-6211

To: Community Development Advisory Committee Members  
From: Patrice Clemons, Michael Baker International  
Cc: Sharon Mikesell  
Date: May 11, 2017  
Re: FY2016-2017 THIRD QUARTER REPORT

#### **2016-17 USES OF FUNDS**

Please find a summary budget below.

| <b>Total CDBG Budget</b>                   |           |
|--------------------------------------------|-----------|
| Obligatory Expenditures (Section 108 Loan) | \$304,427 |
| Program Administration                     | \$92,661  |
| Public Service Program                     | \$69,885  |
| Eligible Projects                          | \$128,722 |
| Total Uses                                 | \$595,695 |

#### **OBLIGATORY EXPENDITURES (SECTION 108 LOAN) – \$304,427**

In 1996, the City of Seaside applied for and received a Section 108 Loan Guarantee as part of 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. This loan was re-financed in 2010. The loan will be paid off in 2017. In 2016, the payment was for \$304,426.50; and the final payment in 2017 will be for \$15,218.25.

#### **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. In plan year 2016–17, the City is retaining part-time contract staff to support the CDBG program. Expenditures for program income are capped at 20% of the annual entitlement plus plan year program income.

#### **PUBLIC SERVICE PROGRAM– \$69,885**

All five public service organizations have submitted their third quarterly reports. They are all making progress on their programs. Of the \$69,885 CDBG funds allocated for public services in 2016-17, \$58,752.00 (84%) has been reimbursed to the organizations.

| Org.         | FY2016-17       |            | QUARTER 1  |                    | QUARTER 2  |                  | QUARTER 3  |                  | FYTD Total |                    |
|--------------|-----------------|------------|------------|--------------------|------------|------------------|------------|------------------|------------|--------------------|
|              | CDBG Funds      | # Served   | # Served   | \$ Request.        | # Served   | \$ Request.      | # Served   | \$ Request.      | # Served   | \$ Request.        |
| CPY          | \$16,177        | 15 + 400   | 26 + 466   | \$16,177.00        | 2 + 18     | \$0.00           | 1 + 0      | \$0.00           | 29 + 484   | \$16,177           |
| Girls Inc.   | \$9,177         | 65         | 25         | \$3269.50          | 15         | \$2324.33        | 0          | \$3583.17        | 40         | \$9177.00          |
| LSS          | \$16,177        | 180        | 73         | \$4044.25          | 90         | \$4044.25        | 87         | \$4044.25        | 250        | \$12,132.75        |
| Salv.        | \$15,177        | 40         | 63         | \$3794.25          | 20         | \$3794.25        | 20         | \$3794.25        | 103        | \$11,382.75        |
| TVP          | \$13,177        | 27         | 43         | \$3294.25          | 0          | \$3294.25        | 0          | \$3294.00        | 43         | \$9,882.50         |
| <b>Total</b> | <b>\$69,885</b> | <b>727</b> | <b>696</b> | <b>\$30,579.25</b> | <b>145</b> | <b>13,457.08</b> | <b>108</b> | <b>14,716.67</b> | <b>949</b> | <b>\$58,752.00</b> |

#### ELIGIBLE PROJECTS – \$128,722

For FY2016–17, the City of Seaside will complete the Boys and Girls Club of Monterey County Clubhouse Improvements project, the Community Human Services Genesis House improvements, and the Seaside Library ADA improvement.

| Project Name                                                         | CDBG Funds       | Funds Expended Q1 | Funds Expended Q2 | Accomplishments Q1                                                                         |
|----------------------------------------------------------------------|------------------|-------------------|-------------------|--------------------------------------------------------------------------------------------|
| Boys & Girls Club of Monterey County: Seaside Clubhouse Improvements | \$21,000         | \$0               | \$0               | Environmental review complete. Project in the bidding process.                             |
| Community Human Services; Genesis House Facility Improvement         | \$30,000         | \$0               | \$1663.75         | Environmental review complete. Bidding process complete and in contractor selection phase. |
| Library ADA Improvements                                             | \$77,722         | \$0               | \$0               | Environmental review complete. Project in the bidding process.                             |
| <b>Total</b>                                                         | <b>\$128,722</b> | <b>\$0</b>        | <b>\$0</b>        |                                                                                            |



**CITY OF SEASIDE  
STAFF REPORT**

**Item No.: 7.B.**

**TO:** Community Development Advisory Committee

**BY:**

**DATE:** May 17, 2017

**SUBJECT: MEMORANDUM OF UNDERSTANDING APPROVED-REGIONAL  
COLLABORATION AGREEMENT FOR ASSESSMENT OF FAIR  
HOUSING**

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**PURPOSE**

The purpose of this item is to update the CDAC on the full execution of the Regional Memorandum of Understanding to complete the US Department of Housing and Urban Development mandated Assessment of Fair Housing.

**RECOMMENDATION**

It is recommended that the CDAC receive the report.

**BACKGROUND**

Five agencies in Monterey County : The County of Monterey-Urban County, The City of Monterey, the City of Salinas, the Housing Authority of the County of Monterey and the City of Seaside have entered into a Memorandum of Understanding to complete an Assessment of Fair Housing.

A copy of the MOU is attached for your reference. The City of Salinas will be the lead agency for this project with a completion target prior to the submission of the next Consolidated plan for all involved agencies. Seaside's upcoming AFH submission date is scheduled for October 5, 2019.

The next step in the process will be for a Request for Qualifications for a consultant team for the project. The City of Salinas will coordinate the process and a review team from all agencies involved will participate in the selection process.

The CDAC will be involved with the outreach activities for this project as it progresses.

**FISCAL IMPACT**

**ATTACHMENTS**

1. MOU Regional Collaboration Agreement
-

**COLLABORATION AGREEMENT  
AMONG THE  
COUNTY OF MONTEREY – URBAN COUNTY  
CITY OF MONTEREY  
CITY OF SALINAS  
CITY OF SEASIDE  
AND THE  
HOUSING AUTHORITY OF THE COUNTY OF MONTEREY  
FOR  
THE 2020-2025 ASSESSMENT OF FAIR HOUSING**

**THIS AGREEMENT**, entered this 27<sup>th</sup> day of April, 2017 by and among County of Monterey – Urban County (herein called the “Urban County”), the City of Monterey (herein called “Monterey”), the City of Salinas (herein called (“Salinas”), the City of Seaside (herein called “Seaside”), and the Housing Authority of the County of Monterey (herein called the “Housing Authority”) (collectively referred to as “Program Participants”).

**WHEREAS**, the County of Monterey – Urban County, seeks United States Department of Housing and Urban Development (HUD) approval to align its upcoming Consolidated Plan (Con Plan) and Assessment of Fair Housing (AFH) submission schedule with Monterey, Salinas, Seaside and the Housing Authority; and

**WHEREAS**, the County of Monterey – Urban County, is a recipient of HUD entitlement funding and a Con Plan program participant with an existing 5 (five) year Con Plan cycle beginning in 2013 which covers fiscal years 2013-2017; and

**WHEREAS**, the County of Monterey - Urban County's next 5 (five) year Con Plan cycle is scheduled to begin in 2018 which will cover fiscal years 2018-2022 with a submission due date of May 15, 2018; and

**WHEREAS**, the County of Monterey – Urban County's upcoming AFH submission due date is scheduled for October 4, 2017; and

**WHEREAS**, Monterey, Salinas and Seaside, are recipients of HUD entitlement funding and are Con Plan Program Participants with an existing 5 (five) year Con Plan Cycle beginning in 2015 which covers fiscal years 2015-2019; and

**WHEREAS**, Monterey, Salinas and Seaside's next 5 (five) year Con Plan cycle is scheduled to begin in 2020 which will cover fiscal years 2020-2024 with a submission due date of May 15, 2020; and

**WHEREAS**, Monterey, Salinas and Seaside's upcoming AFH submission due date is scheduled for October 5, 2019; and

**WHEREAS**, the Housing Authority, is a public housing authority (PHA) which is a recipient of HUD funding and a PHA Plan program participant with an existing 5 (five) year PHA Plan cycle beginning in 2015 which covers fiscal years 2015-2019; and

**WHEREAS**, the Housing Authority's next five (5) year PHA Plan cycle is scheduled to begin in 2020 which will cover fiscal years 2020-2024 with a submission due date of April 17, 2020; and

**WHEREAS**, the Housing Authority's upcoming AFH submission due date is scheduled for October 5, 2019; and

**WHEREAS**, the Program Participants are subject to the affirmatively furthering fair housing requirements found at 24 CFR §§ 5.150 through 5.180 and required to submit an AFH to HUD; and

**WHEREAS**, the County of Monterey – Urban County requests HUD approval to align its upcoming Con Plan and AFH submission deadline schedule with the Con Plan and AFH submission deadline schedules of Monterey, Salinas, Seaside and Housing Authority; and

**WHEREAS**, the Program Participants wish to collaborate on a joint effort regarding the AFH update process and to submit their AFH on the same HUD submission schedule;

**NOW, THEREFORE**, it is agreed between the parties hereto that:

1. PURPOSE

- 1.1. Alignment of Consolidated Planning and Public Housing Authority Planning cycles; and,
- 1.2. Preparation of a regional Assessment of Fair Housing for the entirety of Monterey County, including cities that are eligible to receive Community Development Block Grant (CDBG) funding through the State CDBG program.

2. PROGRAM YEAR/FISCAL YEAR ALIGNMENT

- 2.1. By entering into this Agreement, the Program Participants have indicated their desire to:
  - 2.1.1. Align their Consolidated Plan (Con Plan) Program Year start date(s) and/or PHA plan fiscal year beginning date(s) in accordance with the regulations at 24 CFR § 91.10, for Con Plan Program Participants, or 24 CFR part 903, for PHAs. If alignment of program year(s) or fiscal year(s) is not possible, the AFH will be submitted in accordance with the Lead Agency's Con Plan program year start date or PHA plan fiscal year beginning date (as applicable).
  - 2.1.2. Align their Con Plan cycle(s) and/or PHA planning cycle(s) in accordance with the regulations at 24 CFR part 91, for Con Plan Program Participants, or 24 CFR part 903, for PHAs. If alignment of Con Plan cycle(s) or PHA planning cycle(s) is not possible, the AFH will be submitted in accordance with the Lead Agency's Con Plan cycle or PHA plan cycle.

3. LEAD AGENCY

- 3.1. The Program Participants mutually agree that the City of Salinas will serve as the Lead Agency, and will perform the roles and responsibilities set forth in Section 4.1 of this Agreement and will be responsible for submitting the joint AFH on behalf of all the collaborating Program Participants.

#### 4. ROLES/RESPONSIBILITIES OF PROGRAM PARTICIPANTS

##### 4.1. Lead Agency

4.1.1. As the Lead Agency designated by this Agreement, the City of Salinas' tasks include, but are not limited to:

- 4.1.1.1. Provide day-to-day oversight and planning of activities to be undertaken throughout the AFH update process;
- 4.1.1.2. Prepare a draft Request for Proposals (RFP) to select the Qualified AFH Consultant for review and comment by Program Participants;
- 4.1.1.3. Prepare and disseminate the final RFP based on input received from the Program Participants;
- 4.1.1.4. Receive proposals submitted in response to the RFP and coordinate the rating and ranking of proposals by Program Participants;
- 4.1.1.5. Contract with the Qualified AFH Consultant selected by the Program Participants including but not limited to:
  - 4.1.1.5.1. Receive, review and pay invoices submitted by the Qualified AFH Consultant;
  - 4.1.1.5.2. Coordinate requests for information submitted by the Qualified AFH Consultant to the Program Participants;
  - 4.1.1.5.3. Enter into contract with a Qualified AFH Consultant only if a simple majority of Program Participants approve the selected Qualified AFH Consultant and only if all Program Participants approve the terms of the contract;
  - 4.1.1.5.4. Perform all activities required of Program Participants in Section 4.2 as necessary to complete the AFH.

##### 4.2. Program Participants

4.2.1. The Program Participants' tasks include, but are not limited to:

- 4.2.1.1. Provide input on the preparation of a joint Program Participant AFH Request for Proposal (RFP) to obtain the services of a Qualified AFH Consultant for purposes of the AFH update;
- 4.2.1.2. Review proposals, rate, and rank responses to the RFP in order to select a Qualified AFH Consultant for purposes of the AFH update;
- 4.2.1.3. Provide their respective jurisdictional information to each other, to HUD, and to the Qualified AFH Consultant until the AFH update is approved by HUD;
- 4.2.1.4. Promote, market, and host public workshops and any other forms of outreach that are mutually agreed upon by all Program Participants, including responding to oral and written comments throughout AFH update process;
- 4.2.1.5. Submit necessary documentation (staff reports, Resolutions, budget requests, agreements, and similar types of documents) for approval to their Governing Boards as necessary throughout the AFH update process; and

4.2.1.6. Participate in meetings and conference calls related to the AFH update process.

4.2.1.7. Accountability

4.2.1.7.1. Program Participants will be jointly accountable for any applicable joint analysis and any applicable joint goals and priorities to be included in the submitted AFH.

4.2.1.7.2. Program Participants will be accountable for their individual analysis, goals and priorities to be included in the submitted AFH.

## 5. QUALIFIED AFH CONSULTANT

5.1. The responsibilities of the Qualified AFH Consultant shall include:

5.1.1. Collect all data necessary to complete a regional AFH consistent with HUD's Affirmatively Furthering Fair Housing (AFFH) Final Rule;

5.1.2. Prepare a draft AFH for consideration by the Program Participants;

5.1.3. Based on input provided by Program Participants, prepare the final AFH for the Lead Agency to submit to HUD.

5.1.3.1. Preparation of this joint AFH does not relieve the Program Participants from analyzing and addressing local and regional fair housing issues and contributing factors that affect fair housing choice, and to set priorities and goals for its geographic area and Program Participants local areas.

5.1.4. These responsibilities may be further defined in a subsequent agreement between the Lead Agency and the Qualified AFH Consultant; the terms of the agreement between the Lead Agency and the Qualified AFH Consultant are subject to approval by all Program Participants.

5.1.5. The agreement between the Lead Agency and the Qualified AFH Consultant shall require the Qualified AFH Consultant to indemnify and hold harmless all Program Participants on terms substantially similar to those set forth in this Agreement, Section 9.

5.1.5.1. The agreement between the Lead Agency and the Qualified AFH Consultant shall further require the Qualified AFH Consultant to maintain insurance coverage and demonstrate evidence of coverage on terms substantially similar to those set forth in this Agreement, Section 10.

## 6. FINANCIAL PARTICIPATION

6.1. Preparation of the Regional Assessment of Fair Housing including jurisdictional level Assessments and Plans is anticipated to cost \$125,000 (One Hundred Twenty Five Thousand Dollars).

6.2. Each Program Participant shall contribute \$10,000 as a base cost to prepare the Regional AFH.

6.3. In addition to the base cost, each Program Participant shall contribute an additional amount equal to their share of the population covered by the Regional AFH.

6.4. Calculation of Combined Program Participant Cost Share:

| Program Participant | Population     | Share of<br>Population | Base<br>Cost<br>(6.2) | Population<br>Share Cost<br>(6.3) | Allocated<br>Share |
|---------------------|----------------|------------------------|-----------------------|-----------------------------------|--------------------|
| HACM Section 8      | 8,135          | 2.4%                   | \$10,000              | \$1,771                           | \$11,771           |
| City of Monterey    | 27,810         | 8.1%                   | \$10,000              | \$6,055                           | \$16,055           |
| City of Salinas     | 150,441        | 43.7%                  | \$10,000              | \$32,754                          | \$42,754           |
| City of Seaside     | 33,025         | 9.6%                   | \$10,000              | \$7,190                           | \$17,190           |
| Urban County        | <u>125,064</u> | <u>36.3%</u>           | <u>\$10,000</u>       | <u>\$27,229</u>                   | <u>\$37,229</u>    |
| Total               | 344,475        |                        | \$50,000              | \$75,000                          | \$125,000          |

## 6.5. Program Participant Payments

### 6.5.1. First Deposit:

6.5.1.1. The Urban County shall deposit \$20,000.00 (Twenty Thousand Dollars and No Cents) with the Lead Agency upon execution of a contract between the Lead Agency and a Qualified AFH Consultant.

6.5.1.1.1. The Urban County shall pay the first \$20,000 of all Qualified AFH Consultants provided these costs are incurred prior to June 30, 2017.

6.5.1.1.2. Urban County payments made pursuant to Section 6.5.1.1.1. will be credited towards the Urban County's total obligation as future Qualified AFH Consultant invoices are received and paid.

6.5.1.2. The cities of Monterey and Seaside, and the Housing Authority of Monterey County shall deposit 50% (Fifty Percent) of their Allocated Share with the Lead Agency upon execution of a contract between the Lead Agency and a Qualified AFH Consultant.

### 6.5.2. Second Deposit

6.5.2.1. All Program Participants shall submit the balance of their Allocated Share to the Lead Agency upon acceptance of the deliverable representing 50% (Fifty Percent) of the total AFH Assessment by all Program Participants.

6.5.3. Except as provided in Section 6.5.1.1.1., the Lead Agency shall disburse payments from the funds deposited with the Lead Agency by each Program Participant to the Qualified AFH Consultant based on the Share of Population shown in Section 6.4.

6.5.4. The Lead Agency shall be responsible for allocating all payments to the Qualified AFH Consultant and maintain such records as necessary to document that each Program Participant paid its Allocated Cost.

6.6. In the event that completion of the Regional AFH exceeds \$125,000 Program Participants will share the additional cost based on the Share of Population shown in Section 6.4.

6.7. In the event that completion of the Regional AFH is less than \$125,000 Program Participants will share the cost savings based on the Share of Population shown in Section 6.4.

6.8. Program Participants may request additional analysis beyond that included in the Regional AFH at their own expense provided the Qualified AFH Consultant is still under contract with the Lead Agency.

## 7. TERM OF AGREEMENT

- 7.1. The term of this Agreement shall begin as of the effective date above and shall terminate upon the date on which HUD approves the Program Participants' AFH.

## 8. WITHDRAWAL

- 8.1. Program Participants may withdraw from this Agreement by submitting a written withdrawal notice to all Program Participants at least thirty (30) days prior to withdrawing. The withdrawing Program Participant must also promptly notify HUD of its withdrawal from the collaboration.
- 8.2. Funds deposited with the Lead Agency shall be refunded to the Program Participant following payment to the Qualified AFH Consultant for services rendered during the calendar month the Program Participant withdrew from the Regional AFH.

## 9. SPECIAL CONDITIONS

- 9.1. Program Participants may make changes to this Agreement provided that each Program Participant consents to the proposed changes in writing, by executing a formal, written amendment approved by each Program Participant's respective governing board.
- 9.2. No amendment to the Agreement shall be valid until it has been approved by each Program Participant's respective governing board.
- 9.3. Any amendment to this Agreement must be submitted to HUD.
  - 9.3.1. HUD is not required to approve any amendment to the Agreement prior to its execution by the Program Participants.
  - 9.3.2. HUD encourages the Program Participants to submit the proposed Amendment for review if there is any question about the proposed action.

## 10. MUTUAL INDEMNIFICATION

- 10.1. The County of Monterey-Urban County shall indemnify, defend, and hold harmless each of the other Program Participants, and their officers, agents and employees from any claim, liability, loss, injury or damage arising out of, or in connection with, performance of this Agreement by the County of Monterey-Urban County and/or its agents, employees or sub-contractors, excepting only loss, injury or damage caused by the negligence or willful misconduct of personnel employed by the other Program Participants. The County of Monterey shall reimburse the other Program Participants for all costs, attorneys' fees, expenses and liabilities incurred with respect to any litigation in which the County of Monterey-Urban County is obligated to indemnify, defend and hold harmless the other Program Participants under this Agreement.
- 10.2. The City of Monterey shall indemnify, defend, and hold harmless each of the other Program Participants, and their officers, agents and employees from any claim, liability, loss, injury or damage arising out of, or in connection with, performance of this Agreement by the City of Monterey and/or its agents, employees or sub-contractors, excepting only loss, injury or damage caused by the negligence or willful misconduct of personnel employed by the other Program Participants. The City of Monterey shall reimburse the other Program Participants for all costs, attorneys' fees, expenses and liabilities incurred with respect to any litigation in which the City of Monterey is obligated to indemnify, defend and hold harmless the other Program Participants under this Agreement.

10.3. The City of Salinas shall indemnify, defend, and hold harmless each of the other Program Participants, and their officers, agents and employees from any claim, liability, loss, injury or damage arising out of, or in connection with, performance of this Agreement by the City of Salinas and/or its agents, employees or sub-contractors, excepting only loss, injury or damage caused by the negligence or willful misconduct of personnel employed by the other Program Participants. The City of Salinas shall reimburse the other Program Participants for all costs, attorneys' fees, expenses and liabilities incurred with respect to any litigation in which the City of Salinas is obligated to indemnify, defend and hold harmless the other Program Participants under this Agreement.

10.4. The City of Seaside shall indemnify, defend, and hold harmless each of the other Program Participants, and their officers, agents and employees from any claim, liability, loss, injury or damage arising out of, or in connection with, performance of this Agreement by the City of Seaside and/or its agents, employees or sub-contractors, excepting only loss, injury or damage caused by the negligence or willful misconduct of personnel employed by the other Program Participants. The City of Seaside shall reimburse the other Program Participants for all costs, attorneys' fees, expenses and liabilities incurred with respect to any litigation in which the City of Seaside is obligated to indemnify, defend and hold harmless the other Program Participants under this Agreement.

10.5. The Housing Authority of the County of Monterey shall indemnify, defend, and hold harmless each of the other Program Participants, and their officers, agents and employees from any claim, liability, loss, injury or damage arising out of, or in connection with, performance of this Agreement by the Housing Authority of the County of Monterey and/or its agents, employees or sub-contractors, excepting only loss, injury or damage caused by the negligence or willful misconduct of personnel employed by the other Program Participants. The Housing Authority of the County of Monterey shall reimburse the other Program Participants for all costs, attorneys' fees, expenses and liabilities incurred with respect to any litigation in which the Housing Authority of the County of Monterey is obligated to indemnify, defend and hold harmless the other Program Participants under this Agreement.

10.6. The indemnity and hold harmless obligations set forth in this Agreement survive the termination of this Agreement and extend to the expiration of the statute of limitations applicable to any claims that arise out of the performance of this Agreement. Each Program Participant shall cooperate with the others in the defense of any suit or action arising of, or related to this Agreement.

## 11. MUTUAL INSURANCE REQUIREMENTS

11.1. It is understood that the City of Monterey, the City of Salinas, the City of Seaside and the County of Monterey are self-insured public agencies and without limiting their respective duties to indemnify the other, shall each maintain in effect throughout the term of this Agreement self-insurance and/or insurance with the minimum limits of liability stated in Section 11.3.

11.2. It is understood that the Housing Authority of Monterey County maintains liability insurance coverage through the Housing Authority Risk Retention Pool likewise agrees, without limiting their duty to indemnify the other, to maintain in effect through the term of this Agreement insurance with the minimum limits of liability stated in Section 11.3.

### 11.3. Liability Limits

- 1.1.1. Commercial general liability insurance, including but not limited to premises and operations, including coverage for Bodily Injury and Property Damage, Personal Injury, Contractual Liability, Broad form Property Damage, Independent Contractors, Products and Completed Operations, with a combined single limit for Bodily Injury and Property Damage of not less than \$1,000,000 per occurrence.
- 1.1.2. Business automobile liability insurance, covering all motor vehicles, including owned, leased, non-owned, and hired vehicles, used in providing services under this Agreement, with a combined single limit for Bodily Injury and Property Damage of not less than \$500,000 per occurrence.
- 1.1.3. Workers' Compensation Insurance, if CONTRACTOR employs others in the performance of this Agreement, in accordance with California Labor Code section 3700 and with Employer's Liability limits not less than \$1,000,000 each person, \$1,000,000 each accident and \$1,000,000 each disease.
- 1.1.4. Professional liability insurance, if required for the professional services being provided, (e.g., those persons authorized by a license to engage in a business or profession regulated by the California Business and Professions Code), in the amount of not less than \$1,000,000 per claim and \$2,000,000 in the aggregate, to cover liability for malpractice or errors or omissions made in the course of rendering professional services. If professional liability insurance is written on a "claims-made" basis rather than an occurrence basis, then each shall, upon the expiration or earlier termination of this Agreement, obtain extended reporting coverage ("tail coverage") with the same liability limits. Any such tail coverage shall continue for at least three years following the expiration or earlier termination of this Agreement.

### 1.2. Evidence of Coverage

- 1.2.1. Prior to commencement of this Agreement, Program Participants shall provide a "Certificate of Insurance" certifying that coverage as required herein has been obtained. Individual endorsements executed by the insurance carrier shall accompany the certificate.
- 1.2.2. This verification of coverage shall be sent to the County's Contracts/Purchasing Department, unless otherwise directed.
- 1.2.3. Qualifying Insurers: All coverages, except surety, shall be issued by companies which hold a current policy holder's alphabetic and financial size category rating of not less than A- VII, according to the current Best's Key Rating Guide or a company of equal financial stability that is approved by County's Purchasing Officer.

## 12. SEVERABILITY

- 1.3. If any provision of this Agreement is held invalid, the remainder of the Agreement shall not be affected thereby and all other parts of this Agreement shall nevertheless be in full force and effect.

13. SECTION HEADINGS AND SUBHEADINGS

- 1.4. The section headings and subheadings contained in this Agreement are included for convenience only and shall not limit or otherwise affect the terms of this Agreement.

14. WAIVER

- 1.5. A Program Participant's failure to act with respect to a breach by another Program Participant does not waive its right to act with respect to subsequent or similar breaches. The failure of the Program Participant to exercise or enforce any right or provision shall not constitute a waiver of such right or provision.

15. ENTIRE AGREEMENT

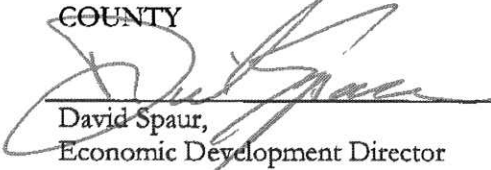
- 1.6. This Agreement between the Program Participants for the submission of the 2020-2025 AFH supersedes all prior or contemporaneous communications and proposals, whether electronic, oral, or written, between the Program Participants with respect to this Agreement. By signing this Agreement with the authorization of their respective governing Boards, the Program Participants are bound to perform the responsibilities and tasks described in this Agreement.

SIGNATURES APPEAR ON FOLLOWING PAGE

IN WITNESS WHEREOF, the Parties have executed this contract as of the date first written above.

COUNTY OF MONTEREY – URBAN  
COUNTY

CITY OF MONTEREY

  
David Spaur,  
Economic Development Director

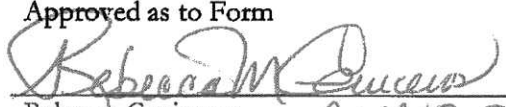
\_\_\_\_\_  
Michael McCarthy  
City Manager

Date April 2, 2017

Date \_\_\_\_\_

Approved as to Form

Approved as to Form

  
Rebecca Cenicer  
Deputy County Counsel

\_\_\_\_\_  
Christine Davi  
City Attorney

CITY OF SALINAS

CITY OF SEASIDE

\_\_\_\_\_  
Megan Hunter  
Community Development Director

\_\_\_\_\_  
Craig Malin  
City Manager/Community Development  
Director

Date \_\_\_\_\_

Date \_\_\_\_\_

Approved as to Form

Approved as to Form

\_\_\_\_\_  
Christopher A. Callihan  
City Attorney

\_\_\_\_\_  
Don Freeman  
City Attorney

HOUSING AUTHORITY OF THE  
COUNTY OF MONTEREY

\_\_\_\_\_  
Jean L. Goebel  
Executive Director

Approved as to Form

\_\_\_\_\_  
Thomas Griffin  
Counsel for the Authority

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COUNTY OF MONTEREY – URBAN  
COUNTY

CITY OF MONTEREY

\_\_\_\_\_  
David Spaur,  
Economic Development Director

\_\_\_\_\_  
Michael McCarthy  
City Manager

Date \_\_\_\_\_

Date \_\_\_\_\_

Approved as to Form

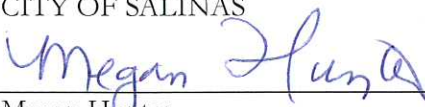
Approved as to Form

\_\_\_\_\_  
Rebecca Cenicerros  
Deputy County Counsel

\_\_\_\_\_  
Christine Davi  
City Attorney

CITY OF SALINAS

CITY OF SEASIDE

  
\_\_\_\_\_  
Megan Hunter  
Community Development Director

\_\_\_\_\_  
Craig Malin  
City Manager/Community Development  
Director

Date 3-21-17

Date \_\_\_\_\_

Approved as to Form

Approved as to Form

  
\_\_\_\_\_  
Christopher A. Callihan  
City Attorney

\_\_\_\_\_  
Don Freeman  
City Attorney

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COUNTY OF MONTEREY

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Executive Director

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Thomas Griffin  
Counsel for the Authority

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COUNTY OF MONTEREY – URBAN  
COUNTY

CITY OF MONTEREY

\_\_\_\_\_  
David Spaur,  
Economic Development Director

\_\_\_\_\_  
Name  
Title

Date \_\_\_\_\_

Date \_\_\_\_\_

Approved as to Form

Approved as to Form

\_\_\_\_\_  
Rebecca Cenicerros  
Deputy County Counsel

\_\_\_\_\_  
Name  
City Attorney

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Craig Malin  
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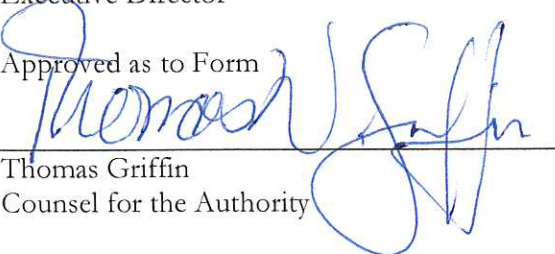
\_\_\_\_\_  
Don Freeman  
City Attorney

HOUSING AUTHORITY OF THE  
COUNTY OF MONTEREY

\_\_\_\_\_  
  
Jean L. Goebel  
Executive Director

\_\_\_\_\_  
3-30-2017

Approved as to Form

\_\_\_\_\_  
  
Thomas Griffin  
Counsel for the Authority

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COUNTY OF MONTEREY – URBAN  
COUNTY

\_\_\_\_\_  
David Spaur,  
Economic Development Director

Date \_\_\_\_\_

Approved as to Form

\_\_\_\_\_  
Rebecca Cenicerros  
Deputy County Counsel

CITY OF SALINAS

\_\_\_\_\_  
Megan Hunter  
Community Development Director

Date \_\_\_\_\_

Approved as to Form

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Christopher A. Callihan  
City Attorney

HOUSING AUTHORITY OF THE  
COUNTY OF MONTEREY

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Jean L. Goebel  
Executive Director

Approved as to Form

\_\_\_\_\_  
Thomas Griffin  
Counsel for the Authority

CITY OF MONTEREY

\_\_\_\_\_  
Michael McCarthy  
City Manager

Date 4/27/17

Approved as to Form

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Christine Davi  
City Attorney

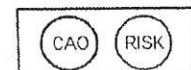
CITY OF SEASIDE

\_\_\_\_\_  
Craig Malin  
City Manager/Community Development  
Director

Date \_\_\_\_\_

Approved as to Form

\_\_\_\_\_  
Don Freeman  
City Attorney



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COUNTY OF MONTEREY – URBAN  
COUNTY

CITY OF MONTEREY

\_\_\_\_\_  
David Spaur,  
Economic Development Director

\_\_\_\_\_  
Name  
Title

Date \_\_\_\_\_

Date \_\_\_\_\_

Approved as to Form

Approved as to Form

\_\_\_\_\_  
Rebecca Ceniceros  
Deputy County Counsel

\_\_\_\_\_  
Name  
City Attorney

CITY OF SALINAS

CITY OF SEASIDE

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Megan Hunter  
Community Development Director

\_\_\_\_\_  
Craig Malin  
City Manager/Community Development  
Director

Date \_\_\_\_\_

Date 3/16/17

Approved as to Form

Approved as to Form

\_\_\_\_\_  
Christopher A. Callihan  
City Attorney

\_\_\_\_\_  
Don Freeman  
City Attorney

HOUSING AUTHORITY OF THE  
COUNTY OF MONTEREY

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Jean L. Goebel  
Executive Director

Approved as to Form

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Thomas Griffin  
Counsel for the Authority



**CITY OF SEASIDE**  
**Community Development Advisory Committee (CDAC)**  
**Long Range Calendar**  
**July 2016- – June 2017**

|                                                                                                                                                                                                     |                                  |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|
| <b>July CDAC Meeting</b><br>Discuss 2015-2016 CDBG Subrecipient Monitoring Schedule<br>Fourth Quarter (Apr-Jun) and Annual Program Reports                                                          | <b>July 20, 2016</b>             |
| Staff draft Consolidated Annual Performance & Evaluation Report (CAPER)                                                                                                                             | July and August                  |
| Notification of award and contract documents to sub recipients                                                                                                                                      | July or August-upon HUD approval |
| <b>August CDAC Meeting</b><br>- CAPER preview                                                                                                                                                       | <b>August 17, 2016</b>           |
| Annual Planning Notice & Notice of CAPER Publication<br>- notice of community workshop                                                                                                              | August 25, 2016                  |
| Draft CAPER publication                                                                                                                                                                             | August 31, 2016                  |
| City Council public hearing                                                                                                                                                                         | September 15, 2016               |
| <b>September CDAC Meeting and Community Workshop</b><br>- Annual Community Needs Assessment Workshop<br>- No CDBG application process this year                                                     | <b>September 21, 2016</b>        |
| CAPER due to HUD (submitted September 19)                                                                                                                                                           | September 30, 2016               |
| <b>October CDAC Meeting</b><br>- Annual Priority Needs<br>- Update of Affirmatively Furthering Fair Housing/Countywide Collaboration efforts                                                        | <b>October 19, 2016</b>          |
| SPECIAL EVENT-City Hall Celebration<br>Special Recognition for Boards and Commissions 1:30 PM Council Chambers                                                                                      | October 22, 2016                 |
| City Council<br>- informational item to present the needs identified at the September workshop and discuss the annual process/two year cycle—DISCUSS POSSIBLE POSTPONEMENT OF THIS ITEM             | November 3, 2016                 |
| <b>November CDAC Meeting (no proposal workshop this year)</b><br>- First Quarter Program Report (Jul-Sep)<br>- Discuss Mid-year re-allocation if needed<br>- Follow up to public service monitoring | <b>November 16, 2016</b>         |
| <b>December CDAC Meeting (if needed) CANCELLED</b>                                                                                                                                                  | <b>December 21, 2016</b>         |
| <b>January CDAC Meeting</b><br>- Discuss mid-year re-allocation (if needed)<br>- Distribute City Project Proposals                                                                                  | <b>January 18, 2017</b>          |
| <b>February CDAC Meeting</b><br>Second Quarter Program Report (October-December)<br>Review of ranking of applications for 2017-2018 and Presentation of City Project Proposals                      | <b>February 15, 2017</b>         |
| Administrative draft Annual Action Plan to CDAC (distributed March 3)                                                                                                                               | March 10, 2017                   |
| <b>March CDAC Meeting</b>                                                                                                                                                                           | <b>March 15, 2017</b>            |
| President's Budget Blueprint announced (Seaside plan put on hold)                                                                                                                                   | March 16, 2017                   |
| <b>April CDAC Meeting (cancelled)</b>                                                                                                                                                               | <b>April 19, 2017</b>            |
| HUD Advises grant announcements will be made and it is OK to proceed with comment period with contingency language to adjust for actual award                                                       | May 2, 2017                      |
| Advertisement to run for Annual Action Plan/Public Hearing for AAP                                                                                                                                  | May 11, 2017                     |

|                                                                              |                                                     |
|------------------------------------------------------------------------------|-----------------------------------------------------|
| Publish annual Action Plan for comment and open 30-day public comment period | May 15, 2017                                        |
| <b>May CDAC Meeting</b>                                                      | <b>May 17, 2017</b>                                 |
| - 3rd Quarter sub recipient reports                                          |                                                     |
| - Update on CDBG program/AFH                                                 |                                                     |
| - New CDAC member                                                            |                                                     |
| City Council - present CDAC recommendations and annual Action Plan           | June 1, 2017                                        |
| City Council – public hearing                                                | June 15, 2017                                       |
| - adopt annual Action Plan                                                   |                                                     |
| Public comment period closes                                                 | June 15, 2017                                       |
| Action plan due to HUD                                                       | TBD (must have actual grant award amount to submit) |
| <b>June CDAC Meeting</b>                                                     | <b>June 21, 2017</b>                                |
| - Elections                                                                  |                                                     |
| Conditional notice of awards to Subrecipients                                | TBD                                                 |