A G E N D A

CITY OF SEASIDE
COMMUNITY DEVELOPMENT
ADVISORY COMMITTEE

REGULAR MEETING
OLDEMEYER CENTER
986 Hilby Avenue
Wednesday, October 18, 2017
6:30 PM

PLEASE TURN OFF YOUR CELL PHONES UPON ENTERING THE MEETING

1. CALL TO ORDER

2. ROLL CALL

Sue Hawthorne	Chair
Clementine Bonner-Klein	Vice Chair
John Francis	Committee Member
Rebecca Pieken	Committee Member
Francisco Diaz	Committee Member

3. PUBLIC COMMENT

4. APPROVAL OF MINUTES

5. OLD BUSINESS

6. NEW BUSINESS

A. DETERMINE THE MOST URGENT PRIORITY NEEDS FROM THE SEPTEMBER 20 WORKSHOP FOR PREFERENCE WHEN SCORING 2018-2020 SUBRECIPIENT PROPOSALS.

PURPOSE: The purpose of this item is for the CDAC to review the results of the September 20 CDBG Community Needs session and determine priorities for the 2018-2020 Applications for Funding scoring and recommendations.

RECOMMENDATION: It is recommended that the CDAC review the results of the September 20, 2017 CDBG Community Needs session and recommend priorities for the 2018-2020 Applications for Funding Scoring and recommendations.

B. REVIEW PREVIOUS SCORING METRICS FOR PROPOSALS AND DISCUSS ANY CHANGES THAT MAY BE WARRANTED FOR THE 2018-2020 PROPOSALS.

PURPOSE: The purpose of this item is for the CDAC to review the previous scoring metrics and recommend any needed changes for the upcoming cycle.

RECOMMENDATION: It is recommended the CDAC review the past rating system tool and recommend any changes necessary for the upcoming rating cycle.

7. REVIEW LONG RANGE CALENDAR

A. REVIEW LONG RANGE CALENDAR AND MAKE ADJUSTMENTS IF NECESSARY.

8. REPORTS FROM COMMITTEE MEMBERS

9. REPORTS BY STAFF

10. ADJOURNMENT

Next Regularly Scheduled Meeting:
November 15, 2017

6:30 p.m.

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http://cvp.telvue.com/player?id=T01629&video=52314&noplaylistskin=1&width=400&height=300
Videos of past meetings are available on demand through the City's website: http://www.ci.seaside.ca.us

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

	MEETING MINUTES DRAFT	
CITY OF SEASIDE		OLDEMEYER CENTER 986 HILBY AVE
COMMUNITY DEVELOPMENT ADVISORY COMMITTEE		SEPTEMBER 20, 2017
		6:30 P.M.

1. CALL TO ORDER AT – 6:32 P.M.

2. ROLL CALL – ESTABLISHMENT OF QUORUM

MEMBERS	Sue Hawthorne, John Francis, Rebecca Pieken, Clementine Bonner Klein, Francisco Diaz
PRESENT:	Hawthorne, Bonner Klein, Francis, Pieken, Diaz
ABSENT:	None

3. PUBLIC COMMENT –

Rob Rapp, Community Human Services announced that September is "National Recovery Month" so they will be conducting a couple of open house(s). The first is to be held in Salinas on September 21, 2017 from 11am – 2pm and the second will be in Seaside at Genesis House on September 28, 2017 from 11am – 2 pm

A. PUBLIC COMMENT ON THE CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER)

Sharon Mikesell, Staff, opened the floor to any public comment in regards to the CAPER, being that the current CDAC meeting is being held during the comment period. No comments were received at this time.

APPROVAL OF MINUTES

4.

On motion by Member Pieken and Seconded by Member Bonner Klein and carried by the following vote the CDAC approved the August 16, 2017 meeting minutes pending the edits of the Committee member names.

AYES 5 COMMITTEE MEMBERS
NOES 0 COMMITTEE MEMBERS
ABSENT 0 COMMITTEE MEMBERS
RECUSED 0 COMMITTEE MEMBERS

OLD BUSINESS

5.

None

DRAFT

6.	**NEW BUSINESS** **A. CONDUCT CDBG COMMUNITY NEEDS ASSESSMENT WORKSHOP** The Committee and Public in attendance worked very diligently on listing and prioritizing needs for 2018-2019 and 2019-2020 CDBG funding.
7.	**REVIEW OF LONG RANGE CALENDAR**
	A. REVIEW THE LONG RANGE CALENDAR AND MAKE ADJUSTMENTS IF NECESSARY No changes were made to the Long Range Calendar at this time.
8.	**REPORTS BY COMMITTEE MEMBERS** Member Hawthorne informed the CDAC of her experience in attending the Sustainable Living tour and expressed her gratitude to the City for facilitating the "inspirational" event. Member Bonner Klein informed the CDAC of her attendance at the Community meeting regarding Cutino Park.
9.	**REPORTS BY STAFF**
	Sharon Mikesell, Staff, informed the CDAC about the Public Hearing on the CAPER being held Thursday, September 21, 2017 at the City Council meeting. Sharon also announced "Parking Day" which is to be held on Echo Avenue on September 23, 2017 from 11am – 1pm.
9.	**ADJOURNMENT**

DRAFT

	8:12 pm *On motion by Member Bonner Klein and Seconded by Member Pieken and carried out by the following vote the CDAC adjourned the meeting at 8:12pm.* AYES 5 COMMITTEE MEMBERS NOES 0 COMMITTEE MEMBERS ABSENT 0 COMMITTEE MEMBERS RECUSED 0 COMMITTEE MEMBERS

DRAFT

CITY OF SEASIDE
STAFF REPORT

Item No.: 6.A.

TO: Community Development Advisory Committee

BY: Sharon Mikesell, Administrative Analyst

DATE: October 18, 2017

SUBJECT: **DETERMINE THE MOST URGENT PRIORITY NEEDS FROM THE SEPTEMBER 20 WORKSHOP FOR PREFERENCE WHEN SCORING 2018-2020 SUBRECIPIENT PROPOSALS.**

PURPOSE

The purpose of this item is for the CDAC to review the results of the September 20 CDBG Community Needs session and determine priorities for the 2018-2020 Applications for Funding scoring and recommendations.

RECOMMENDATION

It is recommended that the CDAC review the results of the September 20, 2017 CDBG Community Needs session and recommend priorities for the 2018-2020 Applications for Funding Scoring and recommendations.

BACKGROUND

The community indicated their thoughts for Seaside's community needs as well as placing dots in categories of priority of possible CDBG funding. The CDAC can further define what types of projects would be most beneficial for the next funding cycle so that they may be encouraged.

Additional information to consider includes the Strategic Plan goals included as part of the City's 2015-2019 CDBG Consolidated Plan.

The results will be presented to City Council on November 2 and at the Mandatory CDBG Application Workshop to be held during the November 15 CDAC meeting.

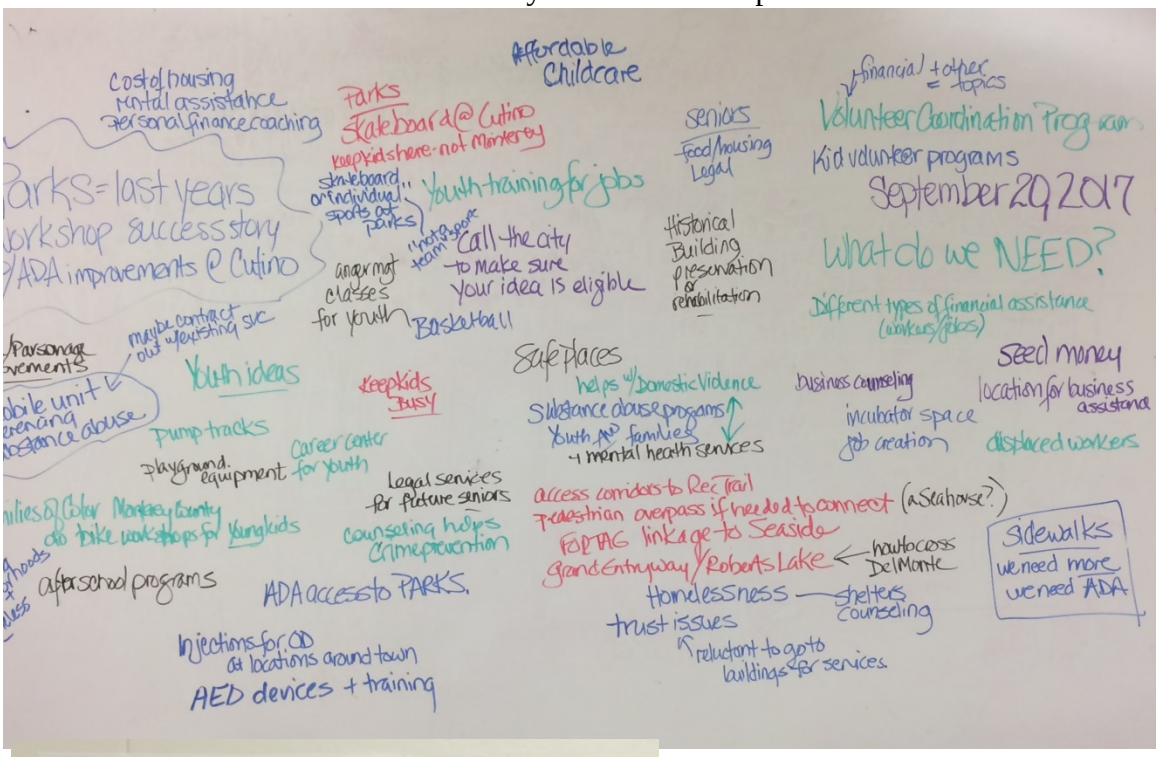
FISCAL IMPACT

ATTACHMENTS

1.

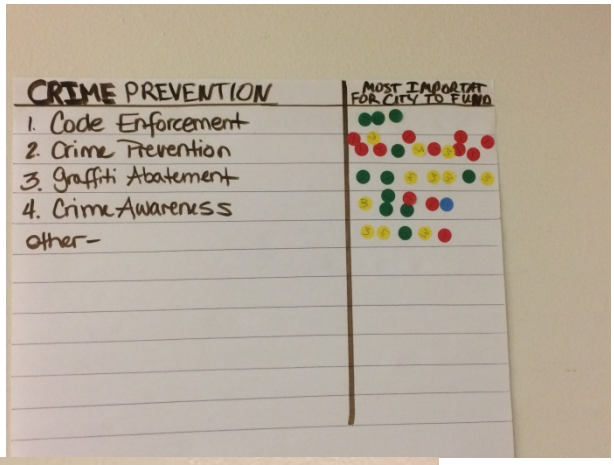
1. Brainstorm Session and Priority Dots 9/20/17
2. Goals Set in 2015-2019 Consolidated Plan

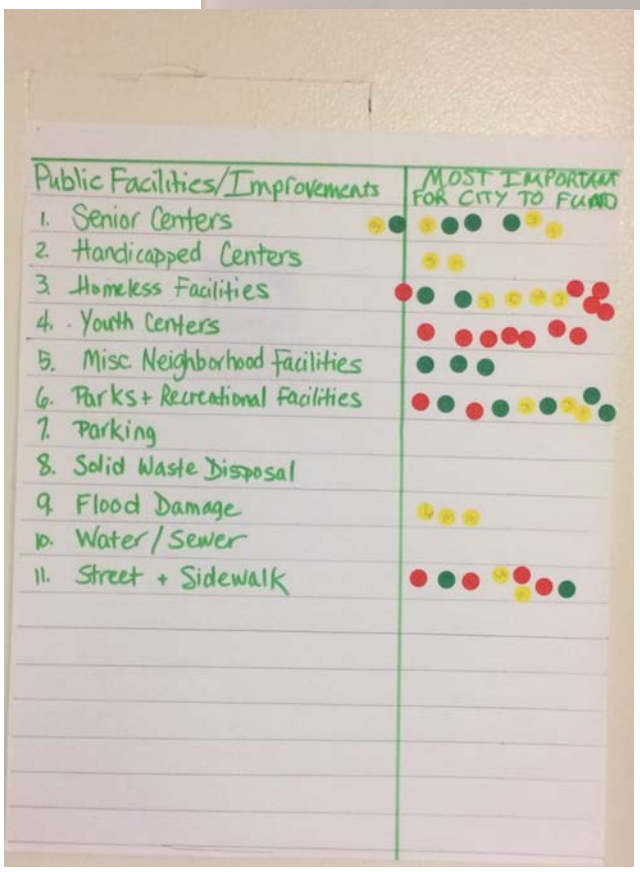
Brainstorming Session and Priorities with Dots
from Community Needs Workshop 9/20/17

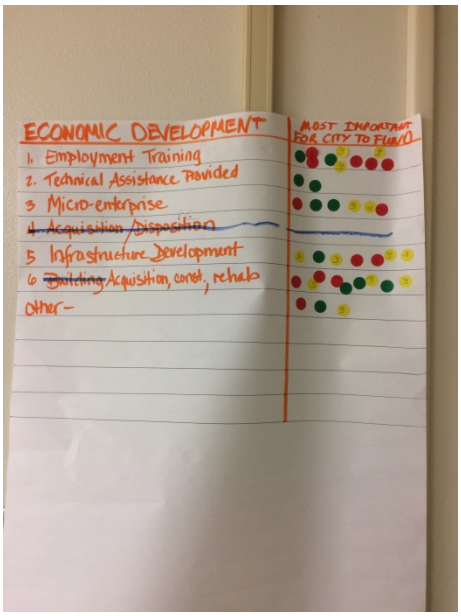


CDBG ELIGIBLE ACTIVITIES	MOST IMPORTANT FOR CITY TO FUND
1. Public Facilities + Public Improvements	●●●●●
2. Economic Development	●●●●●●●●●
3. Employment Training	●●●●●●●●
4 Real Property Acquisition/Sale	
5 Real Property Clearance/cleanup Demolition/Relocation	
6 Public Services	●●●●
7 Crime Prevention	●●●●●●●●●
8. Building Capacity of Community Resources	●●●●●
9 Code Enforcement (reducing blight)	●
10 Energy Conservation + Renewable Resources	●●
11. Fair Housing (no discrimination)	●
12. Housing rehabilitation	●●●●●
13 Housing- Home Ownership	●●●●●●●
14 New Housing Construction (CDDO only)	●●
15 Emergency/interim Repairs to prevent further deterioration	●●●
16 Relocation/rental assistance due to displacement	●●●●●
17 Electrical Utilities Improvements	
18 Homeless Fair Services	●

HOUSING	MOST IMPORTANT FOR CITY TO FUND
1. Fair Housing (no discrimination)	●●●●●
2. Tenant/Landlord Counseling	●●●●
3. Homeowner Assistance	●●●●●
4. Housing Counseling	●●●●
5. New housing	●●●●●●
6. Rehabilitation	●●●●●●
7. Emergency Repairs (existing housing)	●●●●●●●●●
8. Rental assistance	●●●●
9 Historic Preservation	
10. Foreclosed Properties	●
11. Lead Abatement	
12. Other	


CRIME PREVENTION
MOST IMPORTAT FOR CITY TO FUND
1. Code Enforcement
2. Crime Prevention
3. Graffiti Abatement
4. Crime Awareness
other-


Public Facilities/Improvements
MOST IMPORTANT FOR CITY TO FUND
1. Senior Centers
2. Handicapped Centers
3. Homeless Facilities
4. Youth Centers
5. Misc. Neighborhood Facilities
6. Parks + Recreational Facilities
7. Parking
8. Solid Waste Disposal
9. Flood Damage
10. Water / Sewer
11. Street + Sidewalk


ECONOMIC DEVELOPMENT
MOST IMPORTANT FOR CITY TO FUND
1. Employment Training
2. Technical Assistance Provided
3 Micro-enterprise
4. Acquisition/Disposition
5 Infrastructure Development
6 Building Acquisition, const., rehab
other-

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT Skip Top Navigation

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Community Development Systems
Integrated Disbursement & Information System (IDIS)

You have 3 CDBG activities that have been flagged. Click on the number to go to the review page.

Strategic Plan

SP-48 Goals Summary

Close

Goal	Category	Geographic Area	Needs Addressed	Funding
Enhance Access to Social Services	Homeless Non-Housing Community Development		Public Services	CDBG : $182,693
	Start Year: 2015	End Year: 2019	Outcome: Availability/accessibility	Objective: Create suitable living environments
	Description: Improve access to social services. Coordinate homeless services with regional efforts- the Monterey County Department of Social Services (DSS); the Coalition of Homeless Service Providers (Homeless Coalition); and the Leadership Council (CoC Governing Body).			
	Goal Outcome Indicator: Public service activities other than Low/Moderate Income Housing Benefit	Quantity: 6,625	UoM: Persons Assisted	
Provide Quality Infrastructure	Non-Housing Community Development		Economic Development Infrastructure	CDBG : $1,359,272
	Start Year: 2015	End Year: 2019	Outcome: Availability/accessibility	Objective: Create suitable living environments
	Description: Rehabilitate aging infrastructure in low-income areas. Specifically, to provide adequate roadways, walkways, curb, gutter, storm drainage and sewer.			
	Goal Outcome Indicator: Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Quantity: 52,500	UoM: Persons Assisted	
Improve Accessibility for Persons w/ Disabilities	Non-Housing Community Development		Public Facilities Infrastructure	CDBG : $344,181
	Start Year: 2015	End Year: 2019	Outcome: Availability/accessibility	Objective: Create suitable living environments
	Description: Improve the accessibility of public facilities and remove barriers to accessibility throughout the community, including infrastructure and public improvements.			
	Goal Outcome Indicator: Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Quantity: 5,000	UoM: Persons Assisted	
Address Blight and Nuisance	Affordable Housing Non-Housing Community Development		Economic Development Infrastructure	
	Start Year: 2015	End Year: 2019	Outcome: Availability/accessibility	Objective: Create suitable living environments
	Description: Address existing blighted areas of the City and nuisance conditions that will lead to blight.			
	Goal Outcome Indicator: Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Quantity: 500	UoM: Persons Assisted	
	Goal Outcome Indicator: Facade treatment/business building rehabilitation	Quantity: 10	UoM: Business	
Rehabilitate Existing Housing	Affordable Housing		Affordable Housing	
	Start Year: 2015	End Year: 2019	Outcome: Availability/accessibility	Objective: Provide decent affordable housing
	Description: Foster the preservation of fair and quality housing choices for residents of all income levels throughout the entire community through the rehabilitation of existing housing.			
	Goal Outcome Indicator: Homeowner Housing Rehabilitated	Quantity: 15	UoM: Household Housing Unit	
Construct or Upgrade Public Facilities	Non-Housing Community Development		Public Facilities	CDBG : $648,458
	Start Year: 2015	End Year: 2019	Outcome: Availability/accessibility	Objective: Create suitable living environments
	Description: Construct new or upgrade existing public facilities.			
	Goal Outcome Indicator: Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Quantity: 2,500	UoM: Persons Assisted	

Close

This IDIS version was deployed on Fri Oct 6, 2017 at 23:06

Session Timeout

CITY OF SEASIDE
STAFF REPORT

Item No.: 6.B.

TO: Community Development Advisory Committee

BY: Sharon Mikesell, Administrative Analyst

DATE: October 18, 2017

SUBJECT: **REVIEW PREVIOUS SCORING METRICS FOR PROPOSALS AND DISCUSS ANY CHANGES THAT MAY BE WARRANTED FOR THE 2018-2020 PROPOSALS.**

PURPOSE

The purpose of this item is for the CDAC to review the previous scoring metrics and recommend any needed changes for the upcoming cycle.

RECOMMENDATION

It is recommended the CDAC review the past rating system tool and recommend any changes necessary for the upcoming rating cycle.

BACKGROUND

CDBG funding applications are scored by the CDAC. This is an opportunity for new CDAC members to familiarize themselves with the scoring metric and for all CDAC members to review the scoring and make any changes they feel are necessary in the process prior to the Application Workshop in November.

FISCAL IMPACT

ATTACHMENTS

1.

1. Previously used Application Rating Tool

City of Seaside CDBG Program Application Rating Tool 2015–16

Total Points Earned: 0

Proposed Project/Activity:

Applicant:

Rating member name:

THRESHOLD CRITERIA

If the activity does not meet all thresholds, STOP. It cannot be funded by CDBG.

A **The activity is eligible for CDBG funding:**
Housing rehabilitation
New housing construction (by an eligible CBDO)
Economic development services
Direct economic development assistance
Commercial or industrial rehabilitation
Public services
Historic preservation
Removal of architectural barriers to the disabled and elderly
Improvements to public facilities
Infrastructure improvements
Relocation
Acquisition, clearance, and/or development of real property
Planning and capacity building
Direct homeownership assistance
Code enforcement

B **The activity meets one of the three National Objectives.**

C **The applicant provided the following items:**
- ☑ Line-item budget indicating sources and uses of funds
- ☑ Financial statement for most recent fiscal year
- ☑ Letter or audit indicating fiscal statement review by CPA
- ☑ Proof of nonprofit status

D **For public services, the service is a new service or an expansion of an existing service.**

RANKING CRITERIA

		Max. Pts.	
1		**5**	**The activity meets one of the three National Objectives:**
		5	The activity principally benefits low- and moderate-income persons.
		0	The activity prevents or eliminates slum or blight.
		0	The activity addresses an urgent need or problem in the community.
2		**10**	**Serving Priority Services and Populations**
			The activity will serve how many of the following targeted priority public services? substance abuse treatment, legal services and conflict resolution, recreation and after-school enrichment, crime prevention and gang intervention, healthcare and counseling, job training/job readiness
a		5	Two of the targeted priority services
		3	One of the targeted priority services
		0	None of the targeted priority populations
			The activity will serve how many of the following targeted priority populations? very low-income households, children and households with children, seniors, homeless persons, disabled persons, mentally ill persons, persons recently incarcerated or on parole
b		5	Two of the targeted priority populations
		3	One of the targeted priority populations
		0	None of the targeted priority populations
3		**15**	**Activity Need and Justification**
a		6	The applicant has demonstrated that the problem or need being addressed is significant in scope and intensity and is likely to cause numerous major problems in the community within the next 5 years.
		3	The applicant has demonstrated that the problem or need being addressed is moderate in scope and intensity and is likely to cause some problems in the community within the next 5 years.
		0	The applicant has not demonstrated that the problem or need being addressed is likely to cause problems in the community within the next 5 years.
b		4	The proposed project will completely solve the problem or need for at least 5 years (15 years for capital projects).
		2	The proposed project will solve a significant portion of the problem or need for at least 5 years (15 years for capital projects).
		0	The proposed project is unlikely to solve the problem or need it is intended to address (15 years for capital projects).
c		3	At least 60% of the activity beneficiaries are extremely low- or very low-income persons.
		2	All of the beneficiaries are low-income persons (below 80% of area median income).
		1	At least 80% of the beneficiaries are low-income persons.
		0	Between 51% and 80% of the beneficiaries are low-income persons.
d		2	CDBG funds are an appropriate source of funds for the proposed activity.
		0	There are other funding sources that would be more appropriate to fund the proposed activity.

Proposed Project/Activity:

4 **17 Readiness to Proceed**

a
- 4 All predevelopment steps necessary have been completed.
- 3 Some predevelopment steps have been completed, with all steps likely to be completed by July 1, 2015.
- 1 Predevelopment steps are in process but unlikely to be completed by July 1, 2015.
- 0 Predevelopment has not been adequately considered.

b
- 6 Project will begin after July 1, 2015, and end on or before June 30, 2016.
- 3 Project will begin after July 1, 2015, and end on or before December 31, 2016.
- 0 Project will be completed on or after January 1, 2017.

c
- 4 Project timeline is realistic, with potential delays built into the schedule.
- 2 Project timeline is realistic, but may not adequately account for delays.
- 0 Project timeline is unrealistic.

d
- 3 Project will be completed fully without further funding commitment.
- 2 Project is likely to be fully completed, but depends on funding commitments from other organizations.
- 0 Project may not be fully completed.

5 **20 Cost Reasonableness and Effectiveness**

a
- 5 Project costs are fully justified and within an expected range.
- 3 Project costs are somewhat justified and are slightly above what is expected.
- 0 Project costs are excessive, are unrealistically low, or are not justified.

b
- 4 Proposed costs are supported by previous actual budgets, surveys of similar organizations, or independent cost estimates.
- 2 Proposed costs are supported by internal cost estimates.
- 0 Proposed costs are not supported.

c
- 3 The organization is, with the exception of capital funds, self-sustaining.
- 2 The organization has a realistic plan to become self-sustaining.
- 0 The organization would likely need ongoing CDBG funding to continue this activity.

d
- 3 Payment of prevailing wage, if applicable, was considered in the budget.
- 0 Payment of prevailing wage, if applicable, was not considered in the budget.

e
- 2 Relocation costs, if applicable, were considered in the budget.
- 0 Relocation costs, if applicable, were not considered in the budget.

f
- 3 The per capita CDBG funding level is less than $100 per person.
- 1 The per capita CDBG funding level is between $100 and $400 per person.
- 0 The per capita CDBG funding level is more than $400 per person.

6 **20 Activity Management and Implementation**

The organization:

a
- 3 Has sufficient management resources available.
- 0 Does not have sufficient management resources available.

b
- 3 Displays a commitment to operating and managing their activity according to CDBG regulations.
- 0 Fails to display adequate commitment to operating and managing their activity according to CDBG regulations.

c
- 3 Has a record of proper management of all relevant activities.
- 0 Has had some problems with managing activities properly.

d
- 2 Has the appropriate resources readily available to support the activity.
- 0 Will require more than 2 months to obtain the resources necessary to perform the activity.

e
- 3 Provided a realistic estimate of the number of persons who will benefit from the activity.
- 0 Provided an estimate of the number of beneficiaries that was inflated, as compared to past performance or similar activities.

f
- 3 Has a viable method for ensuring beneficiaries are low- and moderate-income persons.
- 0 Does not have a method for determining beneficiary income, or does not have sufficient resources to implement it.

g
- 3 The financial statement shows sufficient resources to support the organization.
- 1 The financial statement raises concerns for the organization's long-term stability.
- 0 The financial statement indicates significant problems with expenditures or oversight.

Proposed Project/Activity:

7 | **8** | **Experience**

Based on the qualifications of staff and prior experience, the applicant has:

- 8 Extensive experience undertaking and managing similar projects.
- 5 Limited experience undertaking and managing similar projects.
- 3 Sufficient resources to undertake and manage the project, but little experience with similar projects.
- 0 No experience undertaking and managing similar projects.

8 | **10** | **Past Performance**

In the past 5 years, the applicant:

a

- 5 Expended funds received according to the schedule in their contract.
- 3 Expended funds received within 6 months of the expenditure deadline.
- 0 Has unexpended funds that are more than 18 months old.

Note: Applicants who have not received City grants in the past 5 years are awarded all 5 points.

b

- 3 Turned in all required reports fully completed and on time.
- 1 Made an effort to improve reporting performance and exhibited a significant improvement.
- 0 Turned in required reports uncompleted or late and showed little improvement in reporting compliance.

c

- 2 Sufficiently completed all activities in their scope of services.
- 1 Completed most of the activities in their scope of services.
- 0 Exhibited serious issues in adhering to their scope of services.

9 | **15** | **Matching Contributions**

The applicant:

a

- 4 Made an effort to secure other funding for the activity.
- 0 Did not clearly make an effort to secure other funding for the activity.

b

- 3 Has all other funding sources committed, as indicated by commitment letters.
- 2 Has at least 75% of other funding committed and evidenced by letters.
- 1 Indicates other funding is available, but did not submit commitment letters.
- 0 Has no other funding sources.

The ratio of eligible matching funds to CDBG funds is:

c

- 8 1.1 or more
- 6 .75–1
- 4 .5–1
- 2 .25–.5
- 0 Less than .25

10 | **5** | **Application Completeness**

- 5 The application is complete; all parts of the application, including any requested attachments, are included, complete, and organized as requested.
- 0 The application is incomplete.

0

Proposed Project/Activity:

Comments:

Q#	Comment

CITY OF SEASIDE
STAFF REPORT

Item No.: 7.A.

TO: Community Development Advisory Committee

BY: Sharon Mikesell, Administrative Analyst

DATE: October 18, 2017

SUBJECT: **REVIEW LONG RANGE CALENDAR AND MAKE ADJUSTMENTS IF NECESSARY.**

PURPOSE

The purpose of this item is to review the Long Range Calendar and make changes if necessary.

RECOMMENDATION

It is recommended that the CDAC review the suggested changes, suggest additional adjustments, if warranted and approve the changes.

BACKGROUND

Staff has made some additions to the calendar since it was last reviewed by the CDAC.

*November 2-City Council presentation of an informational item to present the needs identified in the September workshop and to discuss the annual process and two year cycle of applications

*November 2-Notice of Funding Availability published in the Monterey County Weekly

*November CDAC meeting-Review plans regarding public service monitoring

*March CDAC meeting-New in 2018 ANNUAL WORK PLAN to present to City Council (must be approved by CDAC by April 1)

FISCAL IMPACT

There is no fiscal impact related to this item.

ATTACHMENTS

1.

1. CDAC Long Range Calendar

CITY OF SEASIDE
Community Development Advisory Committee (CDAC)
Long Range Calendar
July 2017- – June 2018

July CDAC Meeting Orientation Presentation Elect Officers Status of AAP	**July 19,2017**
Staff draft Consolidated Annual Performance & Evaluation Report (CAPER)	July and August
AAP Due to HUD with appropriate attachments/certifications	August 15, 2017
Funding Approval Document received and contract documents to sub recipients	August-upon HUD approval of AAP
August CDAC Meeting - CAPER preview - Discuss 2016-2017 CDBG Subrecipient Monitoring Schedule - Fourth Quarter (Apr-Jun) and Annual Program Reports	**August 16, 2017**
Annual Planning Notice & Notice of CAPER Publication - notice of community workshop	August 31 2017
Draft CAPER publication (15 day comment)	September 6, 2017
September CDAC Meeting and Community Workshop - Annual Community Needs Assessment Workshop - There WILL be a FULL application process this year	**September 20, 2017**
City Council public hearing CAPER	September 21, 2017
CAPER due to HUD	September 30, 2017
October CDAC Meeting - Annual Priority Needs - Update of Affirmatively Furthering Fair Housing/Countywide Collaboration efforts	**October 18, 2017**
City Council - informational item to present the needs identified at the September workshop and discuss the annual process/two year cycle	November 2, 2017
NOFA announcement in Monterey County Weekly	**November 2, 2017**
November CDAC Meeting/MANDATORY PROPOSAL WORKSHOP Also: First Quarter Program Report (Jul-Sep) Review Plans regarding public service monitoring	**November 15, 2017**
December CDAC Meeting (if needed)	**December 20, 2017**
PROPOSALS DUE FOR 2018-2020 Public Service and City/Subrecipient Projects	**January 12, 2018 at 5PM**
January CDAC Meeting - Discuss mid-year re-allocation (if needed) - Distribute Proposals	**January 17, 2018**
February CDAC Meeting Second Quarter Program Report (October-December) Review of ranking of applications for 2018-2020	**February 21, 2018**
Administrative draft Annual Action Plan to CDAC	March 16, 2018
March CDAC Meeting Review AAP and recommend to start Public Comment Period/City Council approval process ***NEW in 2018-ANNUAL WORK PLAN to present to City Council (must be approved by CDAC by April 1-City Council will review/approve in May***	**March 21, 2018**

Draft to Change

Advertisement to run for Annual Action Plan/Public Hearing for AAP	April 6, 2018,
April CDAC Meeting (likely to be cancelled)	**April 18, 2018**
City Council - present CDAC recommendations for annual Action Plan	April 19, 2018
City Council – public hearing - adopt annual Action Plan	May 3, 2018
Action Plan Due to HUD	May 15, 2018
May CDAC Meeting - 3rd Quarter sub recipient reports - Update on CDBG program/AFH	**May 16, 2018**
June CDAC Meeting (if needed) - Elections	**June 20, 2018**
Conditional notice of awards to Subrecipients	*TBD*

Subject to Change