



AMENDED A G E N D A

CITY OF SEASIDE
CITY COUNCIL/SUCCESSOR
AGENCY TO REDEVELOPMENT
AGENCY OF THE CITY OF SEASIDE

JOINT SPECIAL MEETING
Council Chamber
440 Harcourt Avenue
Thursday, May 17, 2018
5:30 PM

PLEASE TURN OFF YOUR CELL PHONES UPON ENTERING THE MEETING

1. **CALL TO ORDER**

Ralph Rubio	Mayor/Chair
Dennis Alexander	Mayor Pro Tem/Vice Chair
Jason Campbell	Council/Agency Member
David R. Pacheco	Council/Agency Member
Kayla Jones	Council/Agency Member

2. **PLEDGE OF ALLEGIANCE**

3. **PUBLIC COMMENT**

Members of the public wishing to address the City Council on matters within the jurisdiction of the City of Seaside, but not on this agenda, may do so during the Public Comment period for up to three minutes. Public Comments on specific agenda items are heard under that item. For the public record, please state your name.

4. **CONSENT AGENDA**

A. **APPROVE MINUTES FROM MAY 3, 2018**

PURPOSE & RECOMMENDATION: To review and approve the minutes from May 3, 2018.

B. **APPROVE AND FILE SUCCESSOR AGENCY CHECKS**

PURPOSE & RECOMMENDATION: It is requested that the Agency Board approve and file the accounts payable and wired payments made during the period of April 21, 2018 through May 4, 2018. In addition, approval of the payroll and benefits checks, direct deposits and wired payments related to the period of April 26, 2018 is requested. Total Accounts Payable and Payroll for the above referenced period is \$4,486.61.

C. **APPROVE A RESOLUTION ALLOWING INTERMITTENT CLOSURES OF BROADWAY AVENUE FROM HILLSDALE STREET TO FREMONT BOULEVARD FOR CELEBRATION OF COMPLETION OF THE WEST**

**BROADWAY URBAN VILLAGE INFRASTRUCTURE PROJECT BETWEEN
JUNE 7 AND JUNE 10, 2018**

PURPOSE & RECOMMENDATION: The purpose of this item is to request that Council approve a Resolution approving intermittent closures of Broadway Avenue from Alhambra Street to Fremont Blvd. for a celebration of completion of the West Broadway Urban Village Infrastructure Project (also known as the “Broadway Bash”) between June 7 through June 10, 2018.

5. STUDY SESSION

**A. PRESENTATION AND STUDY SESSION ON BOARD, COMMISSION &
COMMITTEE ANNUAL WORK PLANS FOR FY 2018-19**

PURPOSE & RECOMMENDATION: To receive presentations from the City's Boards, Commissions and Committees, make recommendations and adopt the annual work plans for FY 2018-19.

**B. STUDY SESSION AND DISCUSSION REGARDING A REORGANIZATION OF
THE PLANNING COMMISSION AND BOARD OF ARCHITECTURAL REVIEW**

PURPOSE & RECOMMENDATION: To have a discussion of the potential to restructure the Planning Commission and Board of Architectural Review, consider a series of issues and provide guidance for staff.

6. CLOSED SESSION

**A. CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54956.9 (2)
(d) - ANTICIPATED LITIGATION**

Conference with legal counsel regarding significant exposure to litigation (four potential cases).

7. ADJOURNMENT

Next Regularly Scheduled Meeting:
June 7, 2018
Seaside City Hall
5:30 PM

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:

Joint Special City Council/Successor Agency Meeting
May 17, 2018 5:30 PM

<http://cyp.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.



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 4.B.

TO: Successor Agency to the Redevelopment Agency of the City of Seaside

FROM: Craig Malin, City Manager

BY: Daphne Hodgson, Deputy City Manager Administrative Services

DATE: May 17, 2018

SUBJECT: APPROVE AND FILE SUCCESSOR AGENCY CHECKS

PURPOSE & RECOMMENDATION

It is requested that the Agency Board approve and file the accounts payable and wired payments made during the period of April 21, 2018 through May 4, 2018. In addition, approval of the payroll and benefits checks, direct deposits and wired payments related to the period of April 26, 2018 is requested. Total Accounts Payable and Payroll for the above referenced period is \$4,486.61.

BACKGROUND

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

Therefore, in accordance with Government Code Section 37208, the above referenced, and linked list of checks conforms to the approved budget and has been paid. These checks are submitted to the Agency Board for inspection and confirmation.

A description of the checks and wires exceeding \$10,000.00 is as follows:

* There were no checks over \$10,000.00 for the period of April 21, 2018 through May 4, 2018.

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

<http://www.ci.seaside.ca.us/194/Check-Draft-Register>

FISCAL IMPACT

There is no additional fiscal impact.

ATTACHMENTS

Reviewed for Submission to the
City Council by:



Craig Malin, City Manager



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 4.C.

TO: Successor Agency to the Redevelopment Agency of the City of Seaside

FROM: Craig Malin, City Manager

BY: Sharon Mikesell, Administrative Analyst

DATE: May 17, 2018

SUBJECT: APPROVE A RESOLUTION ALLOWING INTERMITTENT CLOSURES OF BROADWAY AVENUE FROM HILLSDALE STREET TO FREMONT BOULEVARD FOR CELEBRATION OF COMPLETION OF THE WEST BROADWAY URBAN VILLAGE INFRASTRUCTURE PROJECT BETWEEN JUNE 7 AND JUNE 10, 2018

PURPOSE & RECOMMENDATION

The purpose of this item is to request that Council approve a Resolution approving intermittent closures of Broadway Avenue from Alhambra Street to Fremont Blvd. for a celebration of completion of the West Broadway Urban Village Infrastructure Project (also known as the “Broadway Bash”) between June 7 through June 10, 2018.

BACKGROUND

The City of Seaside has completed a major infrastructure project that has transformed the Broadway corridor. The \$7 (seven) million dollar project has increased stormwater drainage capacity, widened sidewalks, established bikelanes, added bike racks, benches, waste receptacles, added a variety of trees, improved pedestrian crossings and added signalization. These features are now a showpiece of Seaside’s business district and the businesses’ patience and willingness to celebrate the completion of the challenges of the year-long project are a cause for celebration. As a result, the City will be sponsoring a “Broadway Bash” to kickstart the reopening by drawing people to the area to see the improvements and shop Seaside.

Most of the activities will be limited to the Alhambra-Hillsdale block, however, there will be limited events (Gold Coast Rods have indicated their car show event may draw up to 100 vehicle participants) that could result in multiple-block closures to ensure the safety of the participants and the attendees.

Anticipated activities include (but are not limited to):

- Ribbon Cutting Ceremony, afternoon of Thursday, June 7
- Gold Coast Rods car show, 4-7 pm Friday, June 8
- Seaside Farmer's Market, 10-2 Saturday, June 9
- Live Entertainment (band to be determined), Saturday, June 9
- Ice Cream Social, afternoon of Saturday, June 9
- Live Entertainment (band to be determined), Sunday afternoon, June 10
- Dog Parade (time to be determined)
- Student exhibits (4th grade arts program and High school Mapping are confirmed)
- Special sales from the Broadway Merchants!

FISCAL IMPACT

Many of the participants will be community volunteers, other activities are already budgeted within the General fund.

ATTACHMENTS

1. Broadway Bash Resolution
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Reviewed for Submission to the
City Council by:

A handwritten signature in blue ink, appearing to read 'Craig Malin', with a stylized, sweeping flourish at the end.

Craig Malin, City Manager

RESOLUTION NO. 18-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEASIDE

**APPROVING THE INTERMITTENT CLOSURE OF BROADWAY AVENUE FROM
HILLSDALE TO FREMONT BOULEVARD FOR BROADWAY BASH EVENTS FROM
JUNE 7-10, 2018.**

WHEREAS, the City of Seaside is coordinating public participation in the celebration of the completion of the West Broadway Urban Village Infrastructure project, and:

WHEREAS, intermittent closures of the street during celebration activities. is necessary. to ensure the safety of the public and staff;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Seaside hereby approves intermittent closures of Broadway Avenue to ensure the safety of the public using portions of the roadway during this event.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Seaside duly held on the ____ day of _____, 2018 by the following vote:

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

Ralph Rubio, Mayor

ATTEST:

Lesley Milton-Rerig, City Clerk



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 5.A.

TO: City Council

FROM: Craig Malin, City Manager

BY: Lesley Milton-Rerig, City Clerk

DATE: May 17, 2018

**SUBJECT: PRESENTATION AND STUDY SESSION ON BOARD, COMMISSION
& COMMITTEE ANNUAL WORK PLANS FOR FY 2018-19**

PURPOSE & RECOMMENDATION

To receive presentations from the City's Boards, Commissions and Committees, make recommendations and adopt the annual work plans for FY 2018-19.

BACKGROUND

In July of 2017 the City Council approved a revised and updated Boards, Commissions and Committees Handbook which included a new required element that each advisory body would produce an annual work plan for approval by the City Council. The intent of the work plan is to be a vehicle of communication between the City Council and the advisory bodies to help put in place actions to fulfill the City Council's goals and vision. This plan will also assist advisory bodies and staff liaisons to maintain focus, have clear guidance and set a reasonable workload for the coming year.

Work plans include the following elements; a cover sheet with the names of the current Committee Members, a mission statement, historical background, prior year accomplishments, fiscal work plan and ongoing projects.

The timing of the presentation was scheduled to allow the City Council to discuss incorporation of work plan items that may have fiscal impact into the Fiscal Year 2018-19 City budget.

Work plans have been approved and forwarded to the Council for consideration by the following advisory bodies:

- Planning Commission
- Board of Architectural Review

- Neighborhood Improvement Program
- Environmental Committee
- Community Development Advisory Committee
- Art and History Commission
- Recreation and Parks Commission
- Traffic Advisory Committee

FISCAL IMPACT

There is no direct fiscal impact associated with receiving the annual reports. The City Council may wish to request incorporation of funds into the Fiscal Year FY 18-19 budget for specific work plan items.

It is recommended that the City Council review the attached draft work plans and discuss any potential additions or modifications the Council would like to see over the next fiscal year.

ATTACHMENTS

1. Planning Commission Work Plan
 2. Traffic Advisory Committee Work Plan
 3. CDAC Work Plan
 4. BAR Work Plan
 5. Environmental Committee Work Plan
 6. Homeless Committee Workplan18-19
 7. NIPC Work Plan
 8. Art & History Commission Work Plan
 9. Recreation & Parks Commission Work Plan
-

Reviewed for Submission to the
City Council by:



Craig Malin, City Manager



City of Seaside Planning Commission

Annual Work Plan Looking Ahead to FY 2018-2019

Members Appointed When Adopted:

John Owens, Chair

Michael Spalletta, Vice-Chair

Denis Ross

Keith Dodson

Arlington Lamica

Ian Oglesby

Mission Statement

The Planning Commission is a seven-member body of community representatives appointed by the by the City Council. The appointed members shall hold office for four years. The Planning Commission is the primary decision-making authority for certain development applications, and it advises the City Council on various land-use policy matters.

Historical Background

State law and local ordinance prescribe the roles and responsibilities of the Planning Commission. In general, state law defines a planning commission as a committee appointed by the elected legislative body (City Council) to review matters related to planning and development and a general advisory body on land use planning.

Powers and Duties of the Planning Commission include:

- The planning commission shall have all the powers and perform duties as provided in Government Code Section 65103 (See Link to Government Code) http://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?lawCode=GOV§ionNum=65103
- It shall be the function and duty of the planning commission to prepare, periodically review and revise, as necessary, the general plan of the city and to implement the general plan through actions including, but not limited to, the administration of specific plans and zoning and subdivision ordinances. (Ord. 773 § 1 (Exh. A), 1990)

Fiscal Year Work Plan

1. Hold public hearings and make recommendations to the City regarding the following amendments to the Seaside Municipal Code:
 - Evaluate itinerant vendor regulations to determine if mobile food trucks can park for specified time periods within certain areas of the community (August 2018),

- Amend Fence Height regulations to allow for fence construction to blend within the existing built environment of older neighborhoods within the City (August 2018).
- Establish regulations for short-term rentals within existing residential dwellings (July 2018).
- Provide recommendation to the City Council on certain updates to the West Broadway Urban Village Specific Plan Development Standards (August 2018).
- Complete Sign Code Business Survey (September 2018).
- Zoning Code Clean-Up – Update site planning, design and operational standards.(December 2018).
- Participate in General Plan Update and Zoning Code Update (September 2018).
- Evaluate thresholds of significance for mitigation measures that should be considered by the City when reviewing projects in accordance with the California Environmental Quality Act Guidelines

2. Increase Citizen Participation in planning process

- Coordinate with the Neighborhood Improvement Program Commission to make a recommendation to the City Council to publically acknowledge citizen participation in urban planning (December 2018 and July 2019)

3. Planning Commission Training Opportunities

- Explore free training opportunities – Use American Planning Association (APA) Membership to hold APA sponsored webinar sessions with Planning Commission (Ongoing).
- Utilize City Attorney and local land use professionals to hold workshops on planning related topics (e.g CEQA Training, Architectural Design, Transportation/Bicycle Design, Open Space Trails)) (Ongoing).

4. Examine land use patterns on Fremont Boulevard and provide recommendation on possible design improvement and off-street parking lot policies.

Ongoing Projects

The Planning Commission will continue to meet at least once a month on the second and fourth Wednesday to consider active discretionary development permit applications and appeals from the Zoning Administrator and/or Board of Architectural Review.



City of Seaside Traffic Advisory Committee

Annual Work Plan Looking Ahead to FY 2018-2019

Members When Adopted

David Pacheco, Council Member

Rick Riedl, City Engineer

Rick Medina, City Planner

Brian Dempsey, Fire Chief

Abdul Pridgen, Police Chief

Traffic Advisory Committee's Mission

Chapter 2.37.040 of the Seaside Municipal Code establishes the Traffic Advisory Committee and identifies the Committee shall be considered advisory to the City Council, Planning Commission, or appropriate city department. The Committee is authorized and shall have the duty as follows:

1. To review all requests for traffic safety regulatory or control devices, signs and markings, and to make studies and recommendations to the City Council, Planning Commission or appropriate city department, with respect to all matters pertaining to traffic regulations, traffic circulation and traffic safety including traffic laws, parking and speed regulations, crosswalks, stop signs, traffic control devices and signals, street lights, school crossings signing, pavement marking and other related matters.
2. To study any unsafe or malfunctioning traffic condition and to recommend solutions to such conditions.
3. To assist staff, Planning Commission, and City Council in short and long range transportation planning within the city, including review of and recommendations concerning streets and highways master planning, capital improvements projects and related matters.
4. To review and answer complaints concerning traffic safety conditions.
5. To perform such other functions as the City Council may request from time to time.

Historical Background

The TAC was formed in 1988 order to give citizens the ability to report pressing traffic and parking issues directly to the city for action. The Committee is comprised of a council member, who shall serve as the Chairperson, the City Engineer, who shall serve as the Vice Chairperson, the Police Chief, Director of Community Development, and the Fire Chief, or their designees.

Fiscal Year 2018-19 Work Plan

Goals & Objectives

1. Committee will work to develop a set of materials to give to residents and post on the city's website regarding the process to follow for the evaluation of requests.
2. Develop an Ordinance for No Parking of Vehicles for Sale on Public Streets and Public Parking Lots.
3. Prepare documentation in support of Coastal Implementation Plan Amendment for No Parking of Vehicles for Sale on Public Streets
4. Participate and provide input for the planning grant for Canyon Del Rey.
5. Participate and provide input for projects related to the Hwy 1/Fremont Blvd/Monterey Rd intersection.

6. Participate and provide input for the Seaside & Marina Safe Walking & Biking School: Complete Streets Plan.

Prior Fiscal Year Work (July 1, 2017- February 28, 2018)

Meeting Date	Address	Type	Description	Action	Status
7/18/2017	1003 Kimball Ave	Red Curb	Install 30ft red curb-improve visibility exiting Wheeler	Approved	Completed
8/15/2017	1685 Vallejo St	Disabled Parking	Designated Disabled Parking at resident home	Denied-adequate parking in driveway	N/A
9/19/2017	1550 Hillsdale St	Green Curb	Install 20 min parking in front of business	Approved	Completed
9/19/2017	1448 La Salle Ave	Red Curb	MST requested rec curb on corner property	Approved	Completed
9/19/2017	1027 Wheeler St	Street Light	Install streetlight on existing utility pole	Approved	pending; 3/16- 3/26 2018
11/21/2017	1137 Broadway	Red Curb	Remove red curb	Approved	Completed
11/21/2017	Kimball Ave	Red Curb	Add 30ft and 10ft	Approved	Completed
3/20/2018	1066 Broadway Ave	2hr parking	Install 2 Hr Parking signs in front of businesses	Pending	
3/20/2018	1294 La Salle	Red Curb	Add 20ft and remove 120ft of red curb	Pending	
3/20/2018	Durant Park	No Parking	Stripe NO PARKING at ADA entrance to park	Pending	

On Going Projects

At this time the TAC is not initiating any projects. The TAC responds and acts on city council, city staff, and public requests.



City of Seaside Community Development Advisory Committee

Annual Work Plan Looking Ahead to FY 2018-2019



Members Appointed When Adopted:

Sue Hawthorne: Chair
**Clementine Bonner-Klein: Vice
Chair**
John Francis
Nelson (Zeke) Rivera
Rebecca Pieken

Mission Statement

Community Development Advisory Committee (CDAC) - a five (5) member committee of Seaside citizens approved by the Seaside City Council who broadly represent the diversity of the community. Insofar as practical, the committee includes residents of low- and moderate--income areas.

General duties of the Community Development Advisory Committee include:

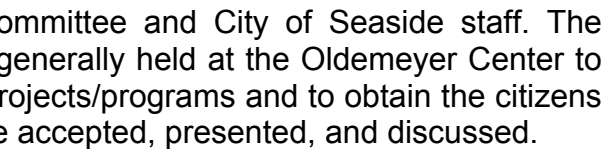
- ✚ Assist in the implementation of the Community Development Block Grant Program (CDBG) program and any modifications as determined by community assessment and HUD program requirements.
- ✚ Holding neighborhood-planning meetings to solicit community input and assess needs;
- ✚ Assist in the assessment and determination of community needs at both citywide and neighborhood levels and in the development of realistic goals and objectives to meet these needs;
- ✚ Assist in the evaluation and recommendation of proposals from community organizations requesting funding and assistance;
- ✚ Assist in the development of specific project proposals for community development in the Consolidated Plan;
- ✚ Assist in the development of goals for housing assistance by type and location and make recommendation to the City Council;
- ✚ Assist in the monitoring of current program activities and the evaluation of past program performance;

Community Development Block Grant Program (CDBG) - A Federal program created under the Housing and Community Development Act of 1974. This program provides grants funds to local and State governments to be used to develop viable urban communities by providing decent housing with a suitable living environment and expanding economic opportunities to assist low- and moderate income residents.



The SCPP was developed to provide for and encourage citizen's involvement, particularly those living in slum and blighted areas and in areas where CDBG funds are proposed to be used. Residents of predominately low-and moderate-income neighborhoods, are encouraged to participate in the development of the Consolidated Plan, any substantial amendments to the Consolidated Plan and the annual evaluation and performance report (CAPER).

Annually, the City conducts Neighborhood Planning Meetings to receive input from citizens and community organizations regarding the annual allocation and expenditure of CDBG funds. Notices of the neighborhood planning meetings is published in the Monterey County Weekly and posted on public bulletin boards throughout the community. The meetings are conducted by the Seaside Community Development Advisory Committee. Neighborhood Planning Meetings are held annually to receive suggestions from citizens for program changes and views. Written and oral suggestions are accepted and considered by the



Fiscal Year 2018-19 Work Plan

The City of Seaside operates its CDBG Program on its fiscal year, which begins July 1 and ends on June 30; therefore the meeting cycle is as follows:

The first round of meetings begins in July with the evaluation of the previous fiscal year projects and how those projects met the identified needs of the community. The first round of meetings conclude with the submission of the Consolidated Annual Performance Report (CAPER) to the US Department of Housing and Urban Development.

The second round of meetings are held in October, November and December. This is when the CDAC will hold neighborhood workshops to identify any new community development needs and priorities. The CDAC will provide the summary of the program evaluation which was completed in the first round of meetings. The second round of meetings concludes with a presentation before City Council reporting the identified needs to the community. The CDAC will holds Request for Proposal workshop in November (during the appropriate years in the two year cycle) to provide assistance to groups wishing to apply for funding.

The third and final round of meetings will be held January through May to provide citizens with the opportunity to submit their views and proposals for new projects and to assist in the selection of projects for CDBG funding. City departments and community-based non-profit groups may be funded to carry out certain neighborhood revitalization and economic development activities.

In February and March citizens shall have the opportunity to assist the CDAC in the evaluation of all of the projects submitted by the City and by community groups and to participate in the process of recommending to the City Council those activities which closely meet the needs of the community will be given the highest priority ratings for the next CDBG program year.

In April and May, the CDAC and the City Council will hold public meetings on the proposed Annual Application.

The third and final round of meetings will conclude with the submission of the Consolidated (5 year) Plan and or the Annual Plan to HUD generally in May (or at other times HUD may specify due to allocation announcement).

Any time during the program year the CDAC may discuss or hold one or more workshops to formulate recommendations to the City Council regarding new program/project ctivities using reprogrammable funds or any proposed amendments to the Annual Action Plan.

Ongoing Projects

CDBG ALLOCATION PROCESS

The process begins with Neighborhood Planning Meetings, followed by the publication of a Notice of Funds Availability (NOFA) and requests for proposals for eligible activities from eligible entities. The process continues with presentation of proposed eligible activities (projects/programs) by eligible entities to the Community Development Advisory Committee (CDAC).

CDAC prioritizes the proposals in accordance with the National Objectives and eligible activities that will benefit low- and moderate-income persons through Area Benefit, Limited Clientele, or by Urgent Need. CDAC prepares their recommendations and the proposals are presented as priority proposals are presented through Public Hearings, to the Seaside City Council.

Upon Council approval, the proposed projects/programs/ activities are submitted to HUD for final approval, which is generally granted in the summer. City of Seaside Staff prepares and executes grant agreements and the approved proposals from eligible entities can begin their project/program/activity.

CDAC WORKING CALENDAR

The CDAC updates their calendar at each month's meeting, a working calendar is created at the start of each fiscal year.

CDAC hears quarterly updates regarding the current year's subrecipients and reports as necessary regarding the Memorandum of Understanding between the Cities of Salinas, Seaside and Monterey as well as the Urban County of Monterey (unincorporated areas as well as the Cities of Gonzales, Sand City & Greenfield) and the Housing Authority of Monterey County for a joint Analysis of Impediments report as required to be submitted and approved by HUD prior to the submission all five agencies' next five year Consolidated Plan in 2020.



City of Seaside Board of Architectural Review

Annual Work Plan Looking Ahead to FY 2018-2019

Members Appointed When Adopted:

**Toby Keller, Chair
Kathleen Ventimiglia, Vice Chair
Keith Mitchell
Bani Khalsa**

Mission Statement

The Board of Architectural Review is the decision-making body of the architectural review process and is responsible for the review of various residential and commercial design proposals, including second-story residential additions, commercial façade changes, new commercial signs, and other design related projects.

Historical Background

The Board of Architectural Review has been responsible for encouraging high quality design to enhance the character of residential neighborhoods in the City of Seaside for more than 30 years. The required installation and planting of water conserving plants and trees, as guided through a drought-tolerant plant list, has contributed to water conservation efforts in the City of Seaside.

A. Appointment. The Board of Architectural Review shall consist of five members appointed by the Council.

B. Composition of Board of Architectural Review. The Board of Architectural Review shall consist of:

1. A licensed architect;
2. A licensed building contractor;
3. A licensed landscaped architect; and
4. Two members-at-large.

C. Selection of Chair. The Board of Architectural Review shall annually select a Chair from its membership. In making its selections, the members of the Board of Architectural Review shall consider the following guidelines:

1. Ability to devote maximum time and effort to the work of the Board of Architectural Review; and
2. Experience in conducting public meetings.

D. Meetings. The Board of Architectural Review shall meet at least once each month as necessary to fulfill its duties and functions.

E. Duties and functions. The Board of Architectural Review shall conduct the architectural review process in compliance with Section 17.62.030 (Architectural Review).

Fiscal Year Work Plan

The following work plan goals will be completed between July 1, 2018-June 30, 2019. Planning staff will work collaboratively with BAR members, receiving guidance and input regarding all elements of the work plan.

1. Update the Single Family Design Guidelines
2. Update the BAR application, including the landscape checklist
3. Update the Drought Tolerant Plant List
4. Create an irrigation checklist to comply with the Model Water Efficient Landscape ordinance
5. Work with NIPC to create awards for exemplary residential and/or commercial architectural design.
 - The BAR and Neighborhood Improvement Program Commission (NIPC) will discuss criteria and award details at a joint meeting(s).



City of Seaside Environmental Committee

**Annual Work Plan
Looking Ahead to FY
2018-2019**

Members Appointed When Adopted:

**Lacey Raak: Chair
Kay Cline
Paul Elfky
Kristin Molle
Laura Murphy
Kera Panni
Christine Revelas
Jon Wizard**

Mission Statement

The Environmental Committee investigates and advocates sound environmental policy and action in the areas of air quality, water quality, energy and waste management, flora and fauna protection and community planning.

Historical Background

The Environmental Committee was formed in 2018.

General duties

The Environmental Committee shall conduct public hearings and prepare recommendations to the City Council on matters regarding the environment to include without limitation unless otherwise noted:

- Review and comment on City ordinances, policies and programs and state mandates related to environmental regulations, risks and pollution abatement, clean water, air and energy, flora, fauna and biome protection and community planning topics expressly beyond the realm of the Planning Commission.
- Serve in advisory capacity to the City Council, commissions, committees, and boards on related issues.
- Identify strategic environmental goals for the City and estimate resources needed to accomplish these goals; investigate funding to implement programs to benefit the community.
- Develop policies and plans for increasing environmental awareness in cooperation with other public and private agencies to include school districts.

Responsibilities

- The Environmental Committee shall meet not less than six times per year

- The Environmental Committee shall monitor the City's progress in comply with principles established in Resolution 17-47
- The Environmental Committee shall prepare an annual recommended work plan to the City Council not later than three months in advance of each fiscal year.

Inaugural Fiscal Year 2018-19 Work Plan

1. EIR: The Environmental Committee will provide comments during the review periods for the following Environmental Impact Reports:
 - a) Main Gate addendum: originally approved in 2003 under the Main Gate Specific Plan. Rincon Consultants is developing the addendum and it is expected to be completed in late summer.
 - b) Seaside 2040 General Plan Update EIR, Rincon Consultants, August.
 - c) Campus Town Specific Plan and Environmental Impact Report (EIR): Being developed by Rincon, expected completion late 2018.
2. General Plan: The Environmental Committee will conduct outreach and provide input to the city regarding climate change adaptation inclusion in the General Plan.
3. Title 8, Health and Safety: The Environmental Committee will conduct community and business outreach as well as provide input to the city regarding Title 8, including but not limited to the following:
 - 8.28: Solid Waste
 - 8.54: Trees
 - 8.60: Environmentally Preferable Food Packaging
 - 8.62: Use of Single-use Carryout Bags, and Reusable Bags by Retail Establishments

- Title 17: Zoning Ordinance, various sections limiting sustainable installations on private property
4. Title 6, Animals: The Environmental Committee will conduct outreach and provide input to the city regarding municipal code section 6.04.165: Permit Required for Bees.
 5. Climate Action Planning – The Environmental Committee will support and advocate for the development of a Climate Action Plan.
 6. Water and Energy – The Environmental Committee will support water and energy conservation efforts within the community and encourage best practices in City operations.

Ongoing Projects

1. Provide support and increase education and awareness of relevant environmental issues to businesses and residents of Seaside.
2. Work with City Staff to support the integration of environmentally sound business practices into the City of Seaside operations.
3. Work collaboratively with Community partners to promote continued progress towards achieving Seaside's environmental goals and responsibilities.



City of Seaside Homeless Committee

Annual Work Plan
Looking Ahead to FY
2018-2019



**Members Appointed
When Adopted:**

Sasha Allen
Natalia Molina
Kenneth Murray
Alessandro Tani
Dominique Jones
Molly Fittro

Mission Statement

To plan, advocate, support and collaborate with those effected by homelessness.

Historic Background

The Homeless Committee was created by the City Council In November 2, 2017. Staff immediately began the recruitment effort for commissioners and the inaugural meeting of the Committee took place on April 12, 2018.

General duties of the Homeless Committee

The Commission on the Status of Homelessness shall have the power, and it shall be the duty of the commission to make recommendations to the City Council and to advise the Council in the following matters:

- Review and comment on City ordinances, programs and policies and state mandates related to housing, CDBG grants and programs, and other poverty mitigation programs;
- Monitor and assist the City's progress in implementing needed homeless services and facilities;
- Develop policy recommendations and processes to measure the effectiveness of new and existing policies in ending and preventing homelessness and coordinate with the CDAC for their required reporting in the HUD mandated Annual Action Report;
- Identify strategic goals for the City and estimate resources needed to accomplish these goals; investigate funding to implement programs to benefit the homeless community.
- Identify partnerships with County, City and other community programs that can be leveraged to achieve the goals of ending or preventing homelessness in the City of Seaside.

Responsibilities

The commission on the status of homelessness shall:

- Hold public meetings on matters related to homelessness;
- Investigate best and contemporary practices with regard to eliminating and preventing homelessness;
- Serve in advisory capacity to the City Council, commissions, committees, and boards on related issues;
- Prepare an annual report to the City Council on progress and effectiveness of various programs and policies.

Inaugural Fiscal Year 2018-19 Work Plan

- A. Understand the different types of homeless statuses, the different states of homelessness and the different influencing factors of homelessness and prioritize the type of homeless service to target.
- B. Understand the types of organizations that are currently providing services for homelessness in our community and find ways to leverage opportunities. Include service providers and a listing of services that are provided, also identify if there are designated areas for homeless to sleep.
- C. Identify and make a recommendation to the City Council for the expenditure of \$30,000 budgeted for FY 17-18 funds, potentially including identification of services that could be augmented instead of created.
- D. Seek ways to conduct a direct survey of those that are homeless and or collaborate with others that may already have that data.



City of Seaside Neighborhood Improvement Program Commission

Annual Work Plan Looking Ahead to FY 2018-2019

Members Appointed When Adopted:

**Alexander Miller, Chairman
Natalia Molina, Vice-Chairman
Ray Bennett
Ramona Olaeta-Reed
Jennifer Rudisill
Lanny Olis
Brett Nielsen**

Historical Information

The Neighborhood Improvement Program Commission was created December 3rd, 1981 by City of Seaside Ordinance Number 596 and later amended by Ordinance Number 773.

ORDINANCE NO. _____
AN ORDINANCE CREATING A NEIGHBORHOOD IMPROVEMENT PROGRAM COMMISSION

WHEREAS, the City of Seaside desires to form a commission charged with the responsibility of implementing a Neighborhood Improvement Program, and

WHEREAS, it will be the Neighborhood Improvement Program Commission's goal to enhance the quality of life for citizens of Seaside by acting as an advisory board to the City Council to promote the general health, safety, and welfare of the citizens of Seaside, and

WHEREAS, the City Council desires to encourage a sense of pride in the community by generally improving the neighborhoods within the community;

NOW, THEREFORE, the City Council of the City of Seaside does ordain as follows:

Section 1.

The Municipal Code of the City of Seaside is hereby amended by adding new sections thereto as follows:

Section 2. Creation of Commission

There is hereby created a "Neighborhood Improvement Program Commission".

Section 3. Purpose

The Commission shall be entrusted with, and it shall be the duty of said Commission to make recommendations to the City Council and to advise the Council in matters pertaining to general improvement of the neighborhoods within the City.

Section 4. Objectives

A. Beautification:

To encourage citizens to generally beautify and upgrade their property, landscaping, and remove items that adversely influence property values.

-1-

General Duties & Responsibilities

The Neighborhood Improvement Program Commission consists of seven members appointed by the City Council to a three-year term in office. Members are residents of the City of Seaside and serve on a voluntary basis without compensation.

The purpose of the Commission is to make recommendations to the City Council and advising the Council in matters pertaining to the general improvement of neighborhoods in the City.

- Encourage citizens to beautify and upgrade their property and landscaping, and to remove items that adversely influence property values;
- Encourage citizens to voluntarily comply with the various city codes relating to the general appearance of the City
- Make recommendations to the City Council on ways to improve the appearance of the City and to elicit voluntary cooperation to beautify and minimize vandalism in the City
- Work with service clubs and civic organizations, as appropriate, to help clean up the City and to promote and implement programs which help achieve this goal
- Work towards the establishment of neighborhood organizations including Neighborhood Watch groups to encourage beautification and reduce vandalism in the neighborhoods
- Encourage citizens and merchants to decorate their homes and businesses with decorations during the holiday season and to appropriately display the United States flag on national holidays
- Conduct administrative hearings relating to property maintenance

Fiscal Year 2018-19 Work Plan

1. Fence surrounding PG&E utilities area, located at the corner of San Pablo and Waring. To be described in “ongoing projects” section.
2. Corner of Canyon Del Rey & Del Monte Ave.
Goal: develop landscaping and create a Gateway to Seaside with new design.
Timeline: Work in progress with selecting Designer. Goal date Oct 2018.
3. Replacing Neighborhood Watch Signs throughout communities of Seaside.
To be described in “ongoing projects” section.

Past Accomplishments

Neighborhood cleanups: Several times per year the Commission provides a dumpster to a neighborhood selected by the Commission. Residents of that neighborhood can dispose of approved waste free of charge. All neighborhood residents are thus encouraged to clean up their property to help beautify their neighborhood and the City.

Holiday Decoration Contest: In December of each year, the Commission holds a holiday decorating contest awarding cash prizes for the most appealing displays.

House of the Month: Monthly, except for December, the Commission selects a House of the Month from a rotating list of neighborhoods. The winners receive a plaque with their name and address plus a gift certificate from a Seaside business of their choice. Awards are presented to the winners at a City Council meeting.

Business of the Quarter: Four times per year the Commission will select a Seaside business as Business of the Quarter. This award is given to businesses which have made improvements or maintained the overall visual appeal of their business. A Plaque with the name of the business is presented to the winner at a City Council meeting.

Additional Accomplishments:

Encouraged Monterey-Salinas Transit to add trash receptacles to their bus stops along upper Broadway resulting in additional receptacles being placed there.

Requested the removal of unsightly newspaper boxes in front of the Post Office as well as the removal of dangerous low hanging tree limbs at the same location. Both of which were accomplished.

Requested the City to remove trash, shopping carts, and waste as well as to remove an illegal camp site at Laguna Grande Lake. All of which was accomplished.

Ongoing Projects

The Commission has several exciting ongoing projects for which we anticipate launch in this calendar year. The Commission aspires to engage as many other commissions, city departments, local business and others in support of sharing and casting a wide net of commitment, fellowship and enthusiasm.

1. Neighborhood Watch: Open house and BBQ

Anticipated date: TBD

Partners: City of Seaside Police Department, Neighborhood Watch Captains, NIPC staff liaisons, Communities of Faith

Concept: In partnership with the City of Seaside Police Department and to support and promote community leadership and safety, the NIP Commission plans to host an open house to invite the community to an informative and fun “meet and greet” and open house to learn more about what it takes to lead a Neighborhood Watch.

2. Neighbor Watch: Installation of new neighborhood watch signs

Anticipated date: Currently being installed

Partners: City of Seaside Facilities, NIPC staff liaisons

Concept: The NIPC purchased new Neighborhood Watch signs. Planning is underway to install the signs throughout the community in a deliberate fashion.

3. Paint your fence day

Anticipated date: TBD

Partners: Keller Williams Paint Store, Communities of Faith, Commissions, NIPC staff liaisons

Concept: Keller Williams is willing to offer a 10% discount on paint to people participating in this effort. The goal is to inspire folks to work together to help neighbors paint their fences and promote the beautification and pride of Seaside. Staff will help assure in friendly language that the fences be painted and updated in ways that are not in violation of any codes.

4. Fence at PG&E substation: San Pablo Avenue and Flores Street

Anticipated date: June 2018

Partners: PG&E, NIPC staff liaisons, local artists

Concept: Many years in the making, PG&E has agreed in writing to address the barbed wire in June of this year. Next steps in this process is to address the corrugated fence and update, transforming it into potentially a welcoming piece of community art, complementing the pride, history and passion of residents.

5. Seaside Street signs

Anticipated date: Currently being installed

Partners: Local sign vendors, NIPC staff liaisons, Community

Concept: NIPC has been invited to recommend color choice for street signs around Seaside.



City of Seaside Art and History

**Annual Work Plan
Looking Ahead to FY
2018-2019**

MISSION STATEMENT

To advise the City of Seaside in the advancement, preservation and protection of Historical and Cultural heritage so that this and future generations may know and appreciate the historical resources, places, people, events and the arts which represent the City of Seaside.

HISTORICAL BACKGROUND

The Seaside Art Commission was created by Ordinance 70, on May 17, 1956, two years after the City of Seaside was incorporated.

The Seaside History Commission was established by the adoption of Ordinance 593 on October 15, 1981.

These two Commissions were combined to form the Seaside Art & History Commission in 2010 by ordinance number 986.

According to the City ordinance, "The Art and History Commission shall have the power, and it shall be the duty of the commission to make recommendations to the City Council and to advise the council in the following matters:

- A. Pertaining to the encouragement of arts and crafts and historical activities;
- B. Pertaining to the promotion of programs of artistic merit within the city;
- C. Pertaining to the collection, promotion, display and preservation of Seaside's historical artifacts;
- D. Designate, protect, preserve, enhance and perpetuate those structures and areas of historical, architectural and engineering significance;
- E. Encourage the city systematic collection and preservation of Seaside's historic records and manuscripts. (Ord. 986 § 3, 2010)"

GOALS & OBJECTIVES

1. Explore funding possibilities for commission goals.
2. Maintain a professional, active & educated Art & History Commission for the City of Seaside.
3. Identify, protect, preserve & enhance historic & art resources.
4. Continually support & expand public awareness of Seaside's history, culture and art.
5. Recruit, support and promote the exhibition of art within the City of Seaside

FISCAL YEAR WORK PLAN

Request the City to make available some of the resources cited in Goal LUD-8, Page 62 of the General Plan Update to provide the Staff and monetary support necessary to actualize the following projects:

- Find and acquire archive storage and work space to preserve the City's history, archives and artifacts, enabling us to accept donations of family papers and historical materials.
- Find a building to become a City museum, art gallery and cultural center.
- Take part in every public relation opportunity to expand public awareness of Seaside's history and multi-ethnic culture.
- Create a short, readable (multi-lingual) History of Seaside; then expand this to include "Things to Do in Seaside, "Places to See in Seaside" and "Outside Seaside".
- Create some Seaside history class curriculums for all school grades. Provide mini-exhibits for schools.
- Expand and rotate Seaside History section of City's website.
- Develop a Historic Resource Preservation ordinance-backed process as required by the 2018 General Plan that will allow grants applications to fund an inventory of Historic Resources and Historic Designations.
- Work with CSUMB on more Seaside Voices oral histories and develop student capstone projects focusing on Seaside history.
- Collaborate with City, other Commissions and private groups on more public art projects.
- Support creation of Seaside Historical Society.

Develop a "digital era clippings" system to maintain a record of current Seaside history.

ACCOMPLISHMENTS

PAST YEAR:

- Hosted Monterey County Art Tour Opening Exhibit and Reception.
- Negotiated acquisition of 9 major art pieces from the Monterey Conference Center.
- Initiated public art projects (e.g. Roberts Lake fountain, water tank painting, murals and utility box painting).

- Provided youth art classes.
- Proposed archive management and storage solutions to City.
- Met with Presidio of Monterey and other Fort Ord groups about a museum, archive and history center.
- Supplied historical material for 60's show at Airport Gallery.
- Supplied photos for "Famous Women of Monterey County" presentation.

ONGOING:

- Continuous art exhibits at the Walter Avery Gallery, the premier art space on the Peninsula.
- Annual Black History Month exhibit and reception and Art exhibit.
- Rotating mini-exhibits in the Oldemeyer Center lobby & senior wing.
- Help prepare and participate in Outdoor Art Events.
- Close networking with area art associations.
- Working with CSUMB on annual series Seaside Voices Oral Histories.
- Represented on area history groups: Archive Round Table, Monterey County. History Advisory Commission, Monterey Bay Heritage Area planning group.
- Networked with Monterey County Historical Society, planned Marina History Commission, FOAA and FOMA.
-



City of Seaside Recreation & Parks Commission Annual Work Plan Looking Ahead to FY 2018-2019

Members

**Ernest Suber, Chair
Bobby Maxwell, Vice Chair
James White
Alicia Gaines-Lynch
Rich Cadigan
Bob Constant
Willie Gray**

Staff Liaisons

**Nancy Towne, Recreation Director
Dan Meewis, Recreation Superintendent
Rick Riedl, City Engineer
David Fortune, Public Works Superintendent**

MISSION STATEMENT

The mission of the Seaside Recreation and Parks Commission is to promote and advocate for parks and recreation services in an advisory capacity, to advance and preserve parks and recreation services, and to ensure safe parks and recreation facilities are available for all residents and visitors to the City of Seaside.

HISTORICAL BACKGROUND

The City of Seaside Recreation and Park Commission consists of seven appointed members who hold office for three years. The Commission was established by Ordinance No. 1 on October 13, 1954. At that time SECTION 1-218 authorized the creation of three special committees of three members each; Recreation and Parks Committee, Public Works Committee and Financial Committee. Since then the committee structure was replaced by a Commission structure. Currently the duties of the Recreation and Park Commission are:

1. To act in an advisory capacity to the city council, director of the Recreation Department and the boards of trustees of the school districts and to cooperate with other governmental agencies and civic groups in the advancement of sound park and recreation planning and programming.
2. Recommend policies on recreational services and facilities to the director of community services and the city council;
3. Consult with the Recreation Director on matters relating to the administration and development of recreation areas, facilities, programs and improvements.
4. Make periodic inventories of recreation services that exist or may be needed and interpret the needs of the public to the city council, the school boards of trustees and to the director of the Recreation Department.
5. Aid in coordinating recreation services with the programs of other public agencies and voluntary organizations.

6. Advise the director of community services in the preparation of the annual budget and a long-range recreation capital improvement program.
7. Advise the Recreation Director in the preparation of the annual budget and a long-range recreation capital improvement program.
8. Advise the city council on matters regarding trees, urban forestation endeavors and related resources.
9. Develop, keep current, and aid in the facilitation of a plan for the development, conservation and care of urban forest resources.
10. Develop and review annually a long-range plan for urban forestation.
11. Review, in cooperation with the city forester, annual plans for urban forestry programs.
12. Coordinate or conduct planned projects for the advancement of the urban forest.
13. In collaboration with the city forester, inform residents regarding tree planning, tree care, and forestry programs.

FY 18-19 WORK PLAN

The Seaside Recreation and Parks Commission desires and encourages community participation in the decision making process.

GOAL/OBJECTIVE	PROPOSED ACTIVITIES	PRIORITY RANKING	TIMELINE FOR COMPLETION
FY 18-19 CIP and budget review	To review, consider and endorse recommended budget for FY 18-19	High	June 2018
Promote public input	Gather, review, endorse needs.	High	October 2018
Seek grant funds	Advocate and seek public funds available through the Office of Grants and Local Services and National Recreation and Park Association, etc.	High	Ongoing
Increase public awareness	Use media outlets, internet, and periodicals to Increase public awareness of the parks, special use areas, and the open spaces areas available in the City of Seaside	Medium	April 2018
ADA accessibility	Continue to be proactive in updating and keeping parks and recreation facilities ADA compliant	Medium	June 2019
Seek Input for needs within Recreation Department & funding for those needs	Gather, review, and endorse needs and funding for inclusion in FY 18-19 budget	High	March 2018

PRIOR YEAR ACCOMPLISHMENTS

GOAL/OBJECTIVE	ACTIVITIES SUPPORTING GOAL	STATUS
Restore Parks and Recreation Commission	Seaside City Council sought and encouraged members of the community to apply for and sit on the Recreation and Parks Commission	Completed
Roberts Lake Park	Seek public input, discuss and approve the nature based educational and play area at Roberts Lake	Completed
Community input regarding FY 17-18 \$150,000 budget allocation	Public forum held October 2017 regarding budget allocation.	Completed
Community input regarding Cutino Park	Public forum held regarding facility additions and construction	Completed

<i>PROJECT</i>	<i>ACTIVITIES</i>
Cutino Park	Continue to monitor, recommend, and seek input into the Cutino Park project
Recreation and park facilities	Encourage attendance to all parks, recreation center, pool and facilities
Promote recreation and park activities	Blues in the Park, youth, adult and senior activities.
Robert's Lake Eco-Recreation Station	Complete renovations to the park and promote grand opening events.



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 5.B.

TO: Successor Agency to the Redevelopment Agency of the City of Seaside

FROM: Craig Malin, City Manager

BY: Gloria Stearns, Economic Development Manager

DATE: May 17, 2018

**SUBJECT: STUDY SESSION AND DISCUSSION REGARDING A
REORGANIZATION OF THE PLANNING COMMISSION AND
BOARD OF ARCHITECTURAL REVIEW**

PURPOSE & RECOMMENDATION

To have a discussion of the potential to restructure the Planning Commission and Board of Architectural Review, consider a series of issues and provide guidance for staff.

BACKGROUND

Seaside continually seeks to improve the development process, while being respectful of the time required of city board and commission volunteers. Due to some anticipated board and commission transition, this is an opportune time to discuss the potential restructuring of the Board of Architectural Review (BAR) and the Planning Commission (PC).

Meeting attendance was examined for the BAR and PC for a one-year period. BAR attendance by members ranged from 29% to 71%. BAR meetings have been canceled due to lack of quorum, with greater frequency than other City boards and commissions. During a one-year period, BAR had 26 regular meetings scheduled. 10 were canceled due to lack of items or lack of quorum.

PC attendance by members ranged from 35% to 90%. Only 2 PC meetings have been canceled due to lack of quorum in a one-year period. PC had 26 regular meetings scheduled. 11 were canceled due to lack of items or lack of quorum.

Research was conducted across various cities in California and a different model was identified, that is worthy of discussion. Some cities have the BAR serve as a sub-committee underneath the PC. There are, however, a number of discussion items if Seaside considered moving to such a model. If BAR became a sub-committee underneath the PC, the initial topics of discussion

include:

- Would we reduce the number of BAR members, to something as low as 3?
- Would the BAR sub-committee members consist of non-PC members, or would the BAR sub-committee be composed of PC members?
- Would the BAR sub-committee members be required to have certain expertise which may not be readily available within Seaside's volunteer pool?
- Would the BAR sub-committee make recommendations to PC or would they make the final decision?
- Is there interest in incrementally reducing the purview of the BAR sub-committee, so for example, does a sewer project really need to be reviewed by BAR?

It is recommended that City Council have a discussion of the potential to restructure the PC and BAR and consider the issues listed, as well as others, which will provide guidance for staff to be able to propose changes to the Chapter 17 responsibilities of PC and BAR at a future date.

FISCAL IMPACT

No fiscal impact on the general fund.

ATTACHMENTS

Reviewed for Submission to the
City Council by:



Craig Malin, City Manager