



CITY OF SEASIDE
CITY COUNCIL

AGENDA

REGULAR MEETING
COUNCIL CHAMBER
440 Harcourt Avenue
Thursday, September 20, 2018
7:00 PM

PLEASE TURN OFF YOUR CELL PHONES UPON ENTERING THE MEETING

1. **CALL TO ORDER**

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

Ralph Rubio	Mayor
Dennis Alexander	Council Member
Jason Campbell	Council Member
David R. Pacheco	Council Member
Kayla Jones	Council Member

3. **INVOCATION AND PLEDGE OF ALLEGIANCE**

4. **REVIEW OF AGENDA**

If there are any items that arose after the 72-hour posting deadline, this is the point in the meeting where a vote may be taken to add the item to the agenda. (A 2/3-majority vote is required).

5. **PUBLIC 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.

6. **PUBLIC AGENCY COMMUNICATIONS**

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

7. **PRESENTATIONS**

A. PRESENTATION OF THE SEPTEMBER 2018 HOUSE OF THE MONTH

PURPOSE & RECOMMENDATION: The purpose of this item is to recognize John Paton, owner of 1714 Flores Street, for beautifying and maintaining his property.

B. PRESENTATION OF THE 2018 BUSINESS OF THE THIRD QUARTER

PURPOSE & RECOMMENDATION:

C. PROCLAMATION DECLARING OCTOBER 3, 2018 AS CLEAN AIR DAY IN THE CITY OF SEASIDE.

PURPOSE & RECOMMENDATION: The purpose of this item is to raise public awareness about the need for every Californian to work to reduce air pollution and their impact on the environment.

D. PRESENTATION FROM LIME REGARDING THE POTENTIAL OF ESTABLISHING THEIR COMMERCIAL DOCKLESS BIKE AND E-SCOOTER SHARE PROGRAM IN SEASIDE

PURPOSE & RECOMMENDATION: The purpose of this item is for the City Council to consider the City of Seaside enter into a no-cost memorandum of understanding with Lime for the commercial operation of a dockless bike and e-scooter share program in the City of Seaside.

E. PARKS PROJECTS STATUS REPORT

PURPOSE & RECOMMENDATION: The purpose of this item is to provide an update on the status of the parks improvement projects.

8. CONSENT CALENDAR

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

A. APPROVE MINUTES OF SEPTEMBER 6, 2018

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

B. APPROVE AND FILE CITY CHECKS

PURPOSE & RECOMMENDATION: It is requested that the City Council approve and file the accounts payable and wired payments made during the period of August 25, 2018 through September 7, 2018. In addition, approval of the payroll and benefits checks, direct deposits and wired payments related to the period of August 30, 2018 is requested. Total Accounts Payable and Payroll for the above referenced period is \$2,049,550.71.

C. APPROVE A RESOLUTION AUTHORIZING THE CLOSURE OF BROADWAY AVENUE FROM HILLSDALE TO ALHAMBRA STREETS FOR CERTIFIED FARMER'S MARKET EVENTS FROM OCTOBER 6 THROUGH OCTOBER 27, 2018

PURPOSE & RECOMMENDATION: The purpose of this item is to approve street closures on Broadway Avenue for Seaside Certified Farmer's Market to extend the season through October. It is recommended that the City Council approve the closures.

D. APPROVE A RESOLUTION AUTHORIZING THE CLOSURE OF YOSEMITE STREET, BETWEEN BROADWAY AND MENDOCINO FOR THE SEASIDE FIRE DEPARTMENT OPEN HOUSE ON OCTOBER 6, 2018

PURPOSE & RECOMMENDATION: For the City Council to review the closure of Yosemite Avenue between Broadway Avenue and Mendocino Avenue to ensure public safety during an 9-hour period for the Seaside Fire Department Open House on October 6, 2018.

E. APPROVE A RESOLUTION MODIFYING THE CLASSIFICATION PLAN TO ADD THE CLASSIFICATIONS OF MAINTENANCE & UTILITY WORKER TRAINEE, MAINTENANCE & UTILITY WORKER I, GIS COORDINATOR, AND GIS TECHNICIAN.

PURPOSE & RECOMMENDATION: It is recommended that the City Council adopt the resolution modifying the Classification Plan to include the classifications of Maintenance & Utility Worker Trainee, Maintenance & Utility Worker I, GIS Coordinator, and GIS Technician.

F. APPROVE RESOLUTION FOR BUDGET TRANSFER OF \$23,000 FROM EQUIPMENT ACCOUNT TO MOBILE COMMUNICATIONS ACCOUNT TO PURCHASE CELL PHONES.

PURPOSE & RECOMMENDATION: Approve Resolution for budget transfer of \$23,000 from equipment account to mobile communications account to purchase cell phones.

G. APPROVE A RESOLUTION TO AWARD A CONSTRUCTION CONTRACT TO INTERMOUNTAIN SLURRY SEAL INC. FOR THE 2018 SLURRY SEAL PROJECT (VARIOUS STREETS) FOR AN AMOUNT NOT TO EXCEED \$155,270.

PURPOSE & RECOMMENDATION: The purpose of this item is to have the City Council consider awarding a construction contract to Intermountain Slurry Seal Inc. for the 2018 Slurry Seal Project (Various Streets) for an amount not to exceed \$155,270.

H. RESOLUTION REQUESTING CONSENT OF THE CITY OF SEASIDE TO CREATE THE MONTEREY COUNTY TOURISM IMPROVEMENT DISTRICT

PURPOSE & RECOMMENDATION: That the City Council adopt a resolution requesting to create the MCTID, and to grant to the Council jurisdiction for all the purposes in connection with creation, operation, and future renewals of the proposed MCTID.

9. PUBLIC HEARING

A. SUBMISSION OF THE 2017-2018 COMMUNITY DEVELOPMENT BLOCK GRANT CONSOLIDATED PERFORMANCE AND EVALUATION REPORT (CAPER) TO THE DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

PURPOSE & RECOMMENDATION: The purpose of this item is for the City Council to receive the Consolidated Annual Performance Report (CAPER) for the City's Community Development Block Grant (CDBG) for Program Year 2017-2018 and to hear public comment prior to its submittal to the US Department of Housing and Urban Development (HUD). The CAPER must be received by HUD no later than September 30, 2018.

10. BUSINESS ITEMS

A. APPROVE RESOLUTION TO AMENDED AND EXTENDED ENA BETWEEN THE CITY OF SEASIDE AND ALFRED GLOVER DBA GLOVER ENTERPRISES, A SOLE-PROPRIETORSHIP.

PURPOSE & RECOMMENDATION: It is recommended that City Council approve a resolution to amend and extend the Exclusive Negotiating Agreement (ENA) with Alfred Glover DBA Glover Enterprises in order to allow the Fort Ord Reuse Authority and regulating agencies to complete the land transfer and creation of parcels.

B. CONSIDER ADOPTION OF A RESOLUTION ADOPTING THE ACTIVE TRANSPORTATION PLAN

PURPOSE & RECOMMENDATION: The purpose of this item is to consider the adoption of the Active Transportation Plan from the Transportation Agency of Monterey County (TAMC). It is recommended that the Council approve a resolution adopting TAMC's Active Transportation Plan (ATP).

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

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

12. ADJOURNMENT

Next Regularly Scheduled Meeting:
October 4, 2018
7:00 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:

<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
PROCLAMATION**



California Clean Air Day

October 3, 2018

***WHEREAS,** air pollution contributes to higher rates of cancer and heart and lung diseases, which adversely affect health; and*

***WHEREAS,** California has some of the most polluted regions in the United States; and*

***WHEREAS,** it is vital that we protect the health and well-being of our residents, visitors, and workforce; and*

***WHEREAS,** emissions from vehicles, industry, and even household sources significantly affects the natural environment, air quality and well-being of residents, employees, and visitors of the City of Seaside; and*

***WHEREAS,** individual actions such as not idling vehicles, walking or biking to work and school, carpooling, and conserving energy can directly improve air quality in our region; and*

***WHEREAS,** everyone can play a role; and*

***WHEREAS,** education about air quality can raise community awareness, encourage our community to develop better habits, and improve our community health; and*

***WHEREAS,** Californians will be joining together across the state to clear the air on October 3, 2018; and*

***WHEREAS,** the City of Seaside is committed to the health of our residents, workforce, visitors, and community at large.*

***NOW THEREFORE, BE IT PROCLAIMED,** that, I, The Honorable Ralph Rubio, Mayor of the City of Seaside, California, on behalf of the City Council do hereby proclaim October 3, 2018 as “**Clear Air Day**” in the City of Seaside, and we ask all City Department heads to determine how their employees can participate in Clean Air Day, as appropriate, and that we encourage all residents, businesses, employees, and community members to participate in Clean Air Day and help clear the air for all Californians.*

Ralph Rubio, Mayor

October 3, 2018



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 7.D.

TO: City Council

FROM: Craig Malin, City Manager

BY: Beth Rocha, Associate Planner

DATE: September 20, 2018

**SUBJECT: PRESENTATION FROM LIME REGARDING THE POTENTIAL OF
ESTABLISHING THEIR COMMERCIAL DOCKLESS BIKE AND E-
SCOOTER SHARE PROGRAM IN SEASIDE**

PURPOSE & RECOMMENDATION

The purpose of this item is for the City Council to consider the City of Seaside enter into a no-cost memorandum of understanding with Lime for the commercial operation of a dockless bike and e-scooter share program in the City of Seaside.

BACKGROUND

The concept of bikesharing is to expand and integrate cycling into transportation systems to provide convenient and affordable access for individuals to use bicycles on a short-duration for commuting and recreation, while also having the potential to contribute to the following:

- Economic benefits for local businesses
- Health benefits associated with incorporating active transportation into one's life
- Increased transit usage and linkage with other transportation modes, such as walking
- Greenhouse gas reduction by replacing trips taken by automobile

These, and many other, benefits have influenced the rapid expansion and popularity of bikeshare in the United States. According to the National Association of City Transportation Officials, from 2010-2016 docked bikeshare systems grew exponentially, with 1,600 bikes in 2010 to 42,000 bikes in 55 cities by 2016. It was during this period of growth that the Transportation Agency of Monterey County (TAMC) became interested in analyzing bikeshare feasibility in the region.

In 2013, TAMC completed the Monterey County Bicycle Sharing Feasibility Analysis Plan (<https://www.tamcmonterey.org/wp-content/uploads/2015/12/2013-Bikesharing-Feasibility-Analysis-Plan-1.pdf>), which evaluated the potential for establishing a bicycle sharing program in Monterey County. The City of Seaside was analyzed in the study and received favorable bikesharing suitability screening scores and ridership suitability scores. Following the TAMC

plan, some regional partners were granted permission to begin researching bikeshare for their communities.

At the time of the TAMC study, docked bikeshare was the only model analyzed and being implemented across the United States. Docked systems often require grants, city funding, and corporate sponsorship for installation and maintenance of stations and fleet, as well requiring the user pick up and drop off bicycles at designated stations. There have been both failures and successes of docked systems, with Pronto in Seattle failing after two years and millions of dollars lost by the city and Citi Bike in New York successfully doubling the size of its bikeshare fleet. Naturally, the issues with docked bikeshare led to the emergence of a new model: dockless bikeshare.

In 2017, dockless bikeshare companies emerged in the US as an alternative model to docked bikeshare. Dockless systems often operate at no-cost to the cities in which they operate and don't require the infrastructure of the fixed station, allowing for riders to pick up and drop off bicycles in appropriate areas of the public right of way. The main issue dockless bikeshare presents is the placement of bicycles in unwanted or unpermitted locations, making the bicycle an obstruction or nuisance (<https://www.citylab.com/transportation/2018/01/what-people-mean-when-they-call-dockless-bike-share-a-nuisance/550253/>). However, the "service area" of dockless bikeshare is city-wide, which allows for more equitable distribution of an affordable transportation method than that provided by docked bicycle systems. As a result, many cities are complementing their existing docked bikeshare with dockless bikeshare to reach bikeshare equity goals in an affordable manner. Additionally, even more cities aren't considering docked bikeshare, mostly due to associated costs, but are allowing for dockless bikeshare companies to operate in a private, competitive marketplace. The incorporation of e-scooters as another mode of transportation that has been included in the products offered by Lime and other "bikeshare" and alternative transportation companies.

In March 2018, Seaside planning staff was directed to resume conversations regarding the establishment of a bikeshare system with regional partners in the Monterey County. Meetings were held with the TAMC, Cal State University Monterey Bay (CSUMB), and the cities of Monterey and Pacific Grove. These successful conversations established a consensus in pursuing bikeshare in the region and Seaside planning staff contacted ofo (<https://www.ofo.com/us/en>), a dockless bikeshare company, to invite them to discuss their business model. On February 16th, Seaside planning staff hosted a meeting at Seaside Creates with CSUMB, the cities of Monterey and Pacific Grove, and the following staff from ofo: Chandra Morando, General Manager for the West; Katie Stevens, Head of Public Policy for the West; and Maggie Yang, Regional University Partnerships Manager. The following day, ofo representatives Katie Stevens and Maggie Yang met with City Manager Craig Malin. Planning staff was directed to continue conversations with ofo, who provided Seaside with a draft Operating Agreement.

On May 3, 2018 the City Council authorized the City Manager to execute an Operating Agreement with ofo, which was finalized on June 20, 2018. However, on July 13, 2018 the City was informed by ofo that the Operating Agreement with Seaside was going to be terminated, as they were about to start drastically rolling back their operations in the United States.

City staff and CSUMB decided to resume conversations with Lime, another bike and e-scooter share company that has expressed interest in launching in the region. CSUMB is hoping for

Lime to launch on-campus in mid-September and the City of Seaside could have Lime products on the streets soon thereafter.

In its draft version, the MOU provided by Lime has been edited to satisfy compliance with the following sections of the Seaside Municipal Code:

1. Chapter 12.12 Street Obstructions, section 12.12.010 Merchandise Displays Prohibited, which states: *"Signs, boxes, vehicles or any items of private ownership shall not be placed on a public street, sidewalk, sidewalk area or right-of-way without prior permission in writing from the city manager and/or the chief of police. Such permission shall not ordinarily be granted in the absence of a showing of hardship or need."*
2. Chapter 17.38 Sidewalk Use and Connectivity, section 17.38.020 Encroachment Permit Required, which states: *"The commercial use of public sidewalks requires the issuance of an Encroachment Permit issued by the City."*
3. Chapter 17.38 Sidewalk Use and Connectivity, section 17.38.030.A General Sidewalk Use Provisions, which states: *"The following applies to the use of all sidewalk areas: A. Clear path of travel required. At least five feet clear area should be provided to allow for unimpeded pedestrian traffic around any obstruction."*

The launch of a bike/e-scooter share would facilitate activation of the right-of-way and encourage bicycle use throughout the city, facilitating attainment of some policies of the West Broadway Urban Village Specific Plan: circulation, economic development, and environmental sustainability.

FISCAL IMPACT

ATTACHMENTS

None

Reviewed for Submission to the
City Council by:



Craig Malin, City Manager



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 8.B.

TO: City Council

FROM: Craig Malin, City Manager

BY: Travis Foster, Assistant Finance Director

DATE: September 20, 2018

SUBJECT: APPROVE AND FILE CITY CHECKS

PURPOSE & RECOMMENDATION

It is requested that the City Council approve and file the accounts payable and wired payments made during the period of August 25, 2018 through September 7, 2018. In addition, approval of the payroll and benefits checks, direct deposits and wired payments related to the period of August 30, 2018 is requested. Total Accounts Payable and Payroll for the above referenced period is \$2,049,550.71.

BACKGROUND

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

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

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

- \$962,171.36 for Payroll and benefits.
- \$659,915.17 to County of Monterey - Dept. of Emergency Communications for FY 2017/18 911 dispatch service, emergency notification system, NGEN debt service and Inform mobile subscription.
- \$20,160.53 to CDW Government, Inc. for (4) mobile data terminals for fire department vehicles.
- \$22,676.95 to PNC Equipment Finance for lease period 8/14/18 - 9/13/18 for Library and City Hall energy project and Fire Admin energy project.

- \$21,816.51 to PNC Equipment Finance for lease period 8/7/18 - 9/6/18 for vector and patch trucks.
- \$14,728.62 to PNC Equipment Finance for lease period 8/19/18 - 9/18/18 for rental payment.
- \$15,000.00 to Bear Cloud Software for short term rental software for use at 656 Broadway Avenue office.

The remaining checks, totaling \$333,081.57 include payments to vendors for operating expenditures.

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 impact with this action.

ATTACHMENTS

None

Reviewed for Submission to the
City Council by:

A handwritten signature in blue ink, consisting of a large, stylized 'C' followed by several horizontal strokes.

Craig Malin, City Manager



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 8.C.

TO: City Council

FROM: Craig Malin, City Manager

BY: Gloria Stearns, Economic Development Manager
Sharon Mikesell, Administrative Analyst

DATE: September 20, 2018

**SUBJECT: APPROVE A RESOLUTION AUTHORIZING THE CLOSURE OF
BROADWAY AVENUE FROM HILLSDALE TO ALHAMBRA
STREETS FOR CERTIFIED FARMER'S MARKET EVENTS FROM
OCTOBER 6 THROUGH OCTOBER 27, 2018**

PURPOSE & RECOMMENDATION

The purpose of this item is to approve street closures on Broadway Avenue for Seaside Certified Farmer's Market to extend the season through October. It is recommended that the City Council approve the closures.

BACKGROUND

The City of Seaside has partnered with Everyone's Harvest to provide a Certified Farmer's Market.

The initial season for the Certified Farmer's Market kicked off during the Broadway Bash on June 9 and was intended to run through September. Vendor participation exceeded the anticipated goals. Attendance and sales have progressively grown throughout 2018.

Community participation including the use of EBT and Fresh Rx indicates that the quality of life is improving by inclusion of the Farmer's Market the West Broadway Urban Village area is becoming more vibrant.

Everyone's Harvest has expressed an interest to extend the season. Closure of Broadway Avenue is necessary to achieve this goal.

FISCAL IMPACT

This activity is within the 2018-2019 approved budget.

ATTACHMENTS

1. Resolution CFM Street Closure October 2018
 2. Special Event application for extension of FM Season 8-31-18
 3. Certified Farmer's Market Traffic Control Plan
-

Reviewed for Submission to the
City Council by:



Craig Malin, City Manager

RESOLUTION NO. 18-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEASIDE

**APPROVING THE CLOSURE OF BROADWAY AVENUE FROM
HILLSDALE TO ALHAMBRA STREETS FOR
CERTIFIED FARMER'S MARKET EVENTS FROM
OCTOBER 6 THROUGH OCTOBER 27, 2018**

WHEREAS, the City of Seaside is coordinating activities associated with operation of a weekly Certified Farmer's Market, and:

WHEREAS, closures of the street during Certified Farmer's Market activities. is necessary.to ensure the safety of the public and staff;

WHEREAS, the initial season of the Certified Farmer's Market has resulted in vendor activity exceeding expectations resulting in an extension of the planned season;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Seaside hereby approves closures of Broadway Avenue through the month of October 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 Cler

This is an extension of the season. Everyone's Harvest has expressed an interest & the approved budget will allow this extension.

SPECIAL CITY DEPARTMENT SERVICES REQUEST APPLICATION

DEPARTMENT Community/Ed. Dev (Seaside Creates)
CONTACT NAME Sharon Mike Sell Reid Noris
PHONE# X6734 cell 209-753-8292 831-384-6961
Names and phone numbers of person(s) in charge of the event who can be contacted during the event.

EMAIL: Smikesell@ci.seaside.ca.us / reid@everyonesharvest.org

EVENT NAME: Seaside Certified Farmers Market

Type of Event Seaside Certified Farmer's Market

Setup	Date	<u>10/6/18</u>	Time	<u>8am</u>
Event Starts	Date	<u>↓</u>	Time	<u>10am</u>
Event Ends	Date	<u>↓</u>	Time	<u>2pm</u>
Dismantle	Date	<u>10/27/18</u>	Time	<u>3pm</u>

SITE LOCATION Broadway Avenue between Hillsdale & Alhambra

DESCRIPTION OF EVENT-PLEASE ATTACH SITE/ROUTE MAP

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

multiple vendors providing fresh food + produce. Accepts EBT + Fresh Rx to help those in need. Community outreach tables & possible live entertainment each week. Improves Seaside Quality of Life or attracts to Broadway

SAFETY/SECURITY/ACCESSIBILITY

Please describe your procedures for crowd control and internal security

Everyone's Harvest has staff on site during each event

SIGNS POSTED during event

OF PARTICIPANTS several vendors as screened by Everyone's Harvest

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

IS ADMISSION CHARGED? () YES ☒ NO

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

Seaside Public Works will close the street to traffic at Hillsdale & Alhambra

Seaside Creates will coordinate
→ PORTABLE TOILETS NEEDS/LOCATION the City will provide - in front of Seaside Creates (deliver on Fri)

TRASH COLLECTION/DISPOSAL NEEDS: Everyone's Harvest provides additional containers.

PARKING ARRANGEMENTS:

Public Parking Needs

attendees can park on streets around the event as they have previously.

SPECIAL EQUIPMENT NEEDED

- | | | |
|--------------------------------------|---------------------------------------|---|
| ☐ P.A. System | ☐ Generator(s) | ☐ Tables and/or Chairs – How many? |
| ☐ Booths | ☐ Bleachers | ☐ Stages |
| ☐ Tents | ☐ Banners | ☒ Barricades |
| ☐ Other _____ | | |

Everyone's Harvest provides tables/chairs & vendors provide own booths

DO YOU INTEND TO SELL FOOD OR BEVERAGE?

☐ YES ☐ NO

If YES, please attach Health Department Food Vendor Certificate.

all must comply w/ Health Dept / Ag Dept to be accepted by

DO YOU INTEND TO SELL OTHER MERCHANDISE?

☐ YES ☒ NO

of Vendors _____

Describe the type of merchandise.

craft vendors not part of this event

Everyone's Harvest

WILL ALCOHOL BE SERVED OR SOLD? ☐ YES ☒ NO

If yes, please attach ABC license.

WILL EVENT INCLUDE MUSIC OR LIVE PERFORMANCES? ☐ YES ☐ NO

possibly

HOW WILL EVENT BE ADVERTISED AND PROMOTED?

social media by both City + Everyone's Harvest fresh ex through medical community

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

NO

OTHER PERTINENT INFORMATION OR SPECIAL REQUESTS

this is an extension of the season, vendor revenue to the city has exceeded expectations. This expansion will run through the end of October.

Special Event application form for City Events
Revised April 2018

Event is managed by Everyone's Harvest
Reid Norris, Exec Dir PO Box 1423 Marina
831-384-6961

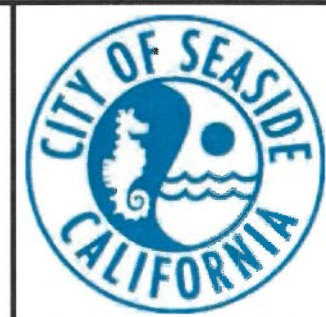


LEGEND

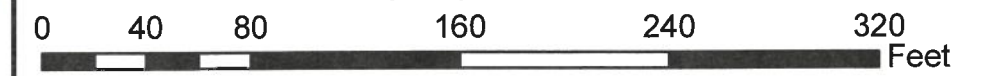
SC5(CA) - SPECIAL EVENT AHEAD
 W20-3 - ROAD CLOSED AHEAD
 W20-2 - DETOUR AHEAD
 R3-1 - NO RIGHT TURN SIGN
 R3-2 - NO LEFT TURN SIGN

M4-8A - END DETOUR SIGN
 M4-10 - DETOUR SIGN
 R11-2 - ROAD CLOSED SIGN

→ → → → → - EB TRAFFIC
 → → → → → - WB TRAFFIC
 [BARRICADE] - TYPE 3 BARRICADE



FARMERS MARKET TRAFFIC CONTROL PLAN 2018
CITY OF SEASIDE, PUBLIC WORKS DIVISION
440 HARCOURT AVENUE
SEASIDE, CA 93955
(831) 899-6884





**CITY OF SEASIDE
STAFF REPORT**

Item No.: 8.D.

TO: City Council

FROM: Craig Malin, City Manager

BY: Brian Dempsey, Fire Chief

DATE: September 20, 2018

**SUBJECT: APPROVE A RESOLUTION AUTHORIZING THE CLOSURE OF
YOSEMITE STREET, BETWEEN BROADWAY AND MENDOCINO
FOR THE SEASIDE FIRE DEPARTMENT OPEN HOUSE ON
OCTOBER 6, 2018**

PURPOSE & RECOMMENDATION

For the City Council to review the closure of Yosemite Avenue between Broadway Avenue and Mendocino Avenue to ensure public safety during an 9-hour period for the Seaside Fire Department Open House on October 6, 2018.

BACKGROUND

In previous years, the City Council has approved the closure of Yosemite Street between Broadway Avenue and Mendocino Avenue during an 9-hour period for the Seaside Fire Department Open House.

FISCAL IMPACT

None.

ATTACHMENTS

1. Resolution

Reviewed for Submission to the
City Council by:

Meeting Date: September 20, 2018



Craig Malin, City Manager

RESOLUTION NO. 18-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEASIDE

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEASIDE APPROVING THE CLOSURE OF YOSEMITE STREET, BETWEEN BROADWAY AND MENDOCINO AVENUE FOR THE SEASIDE FIRE DEPARTMENT OPEN HOUSE ON OCTOBER 6, 2018.

WHEREAS, the closing of Yosemite Street between Broadway and Mendocino Avenue is necessary for the Seaside Fire Department's annual Open House on Saturday, October 6, 2018; and

WHEREAS, it is necessary to close Yosemite Street, between Broadway and Mendocino Avenue to insure the safety of the public using this portion of road during the course of the 9-hour period (7:00 AM – 4:00 PM).

NOW, THEREFORE BE IT RESOVED, that the City Council of the City of Seaside does hereby approve the closure of Yosemite Street between Broadway and Mendocino Avenue to ensure the safety of the public using this portion of roadway during this Fire Department event.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Seaside duly held on the 20th day of September, 2018, by the following vote:

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

Ralph Rubio, Mayor

ATTEST:

Lesley Milton-Rerig, City Clerk



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 8.E.

TO: City Council

FROM: Craig Malin, City Manager

BY: Roberta Greathouse, Human Resources Director
Rick Riedl, City Engineer

DATE: September 20, 2018

**SUBJECT: APPROVE A RESOLUTION MODIFYING THE CLASSIFICATION
PLAN TO ADD THE CLASSIFICATIONS OF MAINTENANCE &
UTILITY WORKER TRAINEE, MAINTENANCE & UTILITY
WORKER I, GIS COORDINATOR, AND GIS TECHNICIAN.**

PURPOSE & RECOMMENDATION

It is recommended that the City Council adopt the resolution modifying the Classification Plan to include the classifications of Maintenance & Utility Worker Trainee, Maintenance & Utility Worker I, GIS Coordinator, and GIS Technician.

BACKGROUND

The City proposes the addition of these new positions to the City's classification plan. The addition of the Maintenance & Utility Worker Trainee and Maintenance & Utility Worker I positions will provide greater flexibility in filling vacant positions through the use of an internal job training program. Individuals selected as Maintenance & Utility Worker Trainees will be required to perform at the Maintenance & Utility Worker I level by the end of probation.

The City does not propose to modify the Position Allocation List as these positions will be used to underfill the currently allocated positions.

The step 5 hourly pay rate for Maintenance & Utility Trainee is proposed to be \$22.82 per hour and the step 5 hourly pay rate for Maintenance & Utility Worker I is proposed to be set at \$25.16.

The GIS Coordinator position was included in the Fiscal Year 2018/2019 budget. The purpose of this item is to add the GIS Coordinator to the classification plan and establish the salary for the position. The GIS Coordinator will be an exempt position, assigned to the Seaside Managers and Supervisory Employees' Association, and reporting to the Information Technology Manager

within the Finance Department. The step 5 annual salary will be set at \$101,105.

It is also proposed to add the classification of GIS Technician to the classification plan. Although at this time it is the City's intent to hire a full-time GIS Coordinator, staff would like flexibility in hiring at a different level if that is not possible.

The GIS Technician will have a non-exempt classification, assigned to the Seaside City Employees' Association, and reporting to the Information Technology Manager in the Finance Department. The step 5 hourly rate of pay is proposed to be \$33.11 per hour which is equivalent to the Information Technology Technician position.

FISCAL IMPACT

This item does not have a significant fiscal impact as under filling the allocated Maintenance & Utility job classifications at a lower level will result in a small budget savings and the GIS Coordinator was budgeted in the FY 2018/2019 budget.

ATTACHMENTS

1. Resolution
 2. Maintenance & Utilities Worker Trainee Job Description
 3. Maintenance & Utilities Worker I Job Description
 4. GIS Coordinator Job Description
 5. GIS Technician Job Description
-

Reviewed for Submission to the
City Council by:



Craig Malin, City Manager

RESOLUTION NO. 18-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEASIDE

**MODIFYING THE CLASSIFICATION PLAN TO ADD THE CLASSIFICATIONS OF
MAINTENANCE & UTILITY WORKER TRAINEE, MAINTENANCE & UTILITY WORKER
I, GIS COORDINATOR, AND GIS TECHNICIAN**

WHEREAS, the City's Classification Plan of positions may be amended on recommendation of the City Manager and approval by the City Council; and

WHEREAS, there is a need to add the positions of Maintenance & Utility Worker Trainee, Maintenance & Utility Worker I, GIS Coordinator, and GIS Technician to the Classification Plan, create appropriate position descriptions, and establish the salaries for the new classifications;

WHEREAS, both Maintenance & Utility Worker positions and the GIS Technician classifications will be non-exempt, represented by the Seaside City Employees' Association (SCEA), and provided with the benefits outlined in the SCEA MOU;

WHEREAS, the GIS Coordinator will be exempt, represented by the Seaside Managers and Supervisory Employees' Association (SMSEA), and provided with the benefits outlined in the SMSEA MOU; and

NOW, THEREFORE, BE IT RESOLVED that the City Council does hereby approve adding the following position to the City's Classification Plan:

<u>Position</u>	<u>Step 5 Pay Rate</u>
Maintenance & Utility Worker Trainee	\$22.82 / hour
Maintenance & Utility Worker I	\$25.16 / hour
GIS Technician	\$33.11 / hour
GIS Coordinator	\$101,105 / annually

NOW, THEREFORE BE IT RESOLVED, that the City Council of the City of Seaside hereby approves adding this position to the classification plan and establishing the salary as outlined above.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Seaside duly held on the 20th day of September by the following vote:

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

ATTEST:

Ralph Rubio, Mayor

Lesley Milton-Rerig, City Clerk



September 2018
FLSA: NON-EXEMPT

MAINTENANCE & UTILITIES WORKER TRAINEE

DEFINITION

Under direct supervision of a Senior Maintenance & Utilities Worker and under the guidance of a Maintenance & Utilities Worker II/III, assists with maintenance and repair work in streets, buildings, stormwater drains, sewer system, parks, and other City facilities and landscaped areas; and performs related work as assigned.

SUPERVISION RECEIVED AND EXERCISED

Receives direct supervision from assigned Senior Maintenance and Utilities Worker and functional supervision from a Maintenance & Utilities Worker II/III.

CLASS CHARACTERISTICS

The Maintenance & Utilities Worker Trainee is a trainee level position that receives direct supervision for all tasks and activities. By the conclusion of the probationary period (1 year), it is a condition of employment that the Maintenance & Utilities Worker Trainee is capable of performing at the Maintenance & Utilities Worker I level.

EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

Management reserves the rights to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.

When performing the parks/landscape maintenance assignment:

- Assists with park and landscape maintenance including hard surface sweeping/blowing, leaf removal, mulching, planting, trimming, edging, fertilizing and mowing.
- Assists with the installation and repair of landscape irrigation systems.
- Assists with tree trimming and removal services, including pruning branches, grinding tree stumps to ground level, and removing trees safely and efficiently.
- Assists with repairs and the construction of park / playground structures and equipment.
- Uses appropriate equipment to remove graffiti.
- Operates a variety of hand and power landscaping tools and equipment, including hand and power mowers, small tractors, spreaders, edgers, blowers, hedge trimmers, weed eaters, chainsaws, rakes, shovels, brooms and other tools.

When performing the facilities maintenance assignment:

- Assists with maintenance activities of all municipal facilities including buildings, parks, and fields.
- Performs custodial activities including sweeping, scrubbing, mopping, stripping, waxing, and polishing floors; vacuums and sweeps rugs and carpets.

- Cleans, dusts, and vacuums offices, meeting rooms, kitchen areas, and other facilities as assigned.
- Cleans and disinfects restroom facilities, including sinks, toilets, and urinals; fills dispensers with towels, soap, toilet paper, and other items; washes mirrors, tile, walls, and windows; unclogs drains and toilets.
- Performs minor maintenance to buildings and adjacent grounds; replaces light bulbs; cleans tables, chairs, and other furniture.
- Moves and arranges furniture and equipment; prepares rooms and other facilities for special events or meetings as assigned; sets up and assembles chairs, tables, and other furniture and equipment; cleans up furniture, equipment, and debris following events.
- Locks and unlocks doors, gates, and windows as appropriate; turns lights on and off as needed; maintains security of assigned areas according to established guidelines; sets alarms as appropriate.
- Reports safety, sanitary, and fire hazards to appropriate personnel; reports need for maintenance and repairs to appropriate authority.
- Operates custodial equipment such as vacuums, mops, small hand and power tools, buffer/scrubber machines, and other equipment as assigned.

When performing the concrete/asphalt maintenance assignment:

- Assists with the construction, maintenance, and repair activities of City streets and roadways.
- Assists with asphalt maintenance, including demolition and preparation of areas to be resurfaced; applying, raking, compacting, and paving appropriate materials to the surface, and cleaning up area.
- Participates in the sealing of cracks, including cleaning and preparing surfaces with the appropriate equipment and applying crack sealing material and applicable chemicals to the surface.
- Assists with concrete maintenance, including attending to trip hazards, demolishing and removing concrete, and forming, pouring, and finishing sidewalks, handicapped ramps, curbs, and gutters.
- Operates construction and concrete cutting and breaking equipment such as a jackhammer; constructs concrete forms, pours concrete, and assists in finishing concrete and masonry work.

When performing the traffic/graffiti/street maintenance assignment:

- Assists with the installation, maintenance, and repair of traffic signs, including making signs, and installing sign posts and signs as directed.
- Inspects City premises for graffiti vandalism; uses appropriate equipment to remove graffiti.
- Assists with legend painting and striping of City streets and parking lots using appropriate materials.
- Manually removes debris and other materials from streets as necessary, removing obstructions from the sweeper's path, and removing objects from other inaccessible areas.
- Receives and responds to requests from other City Departments, City staff, and the general public for emergency clean-up, including requests to remove debris, garbage, glass, and other materials from accident sites and other areas

When performing the water systems sewer, and stormwater/drainage maintenance assignment:

- Assists with the inspection, construction, maintenance, and repair activities of City water supply and distribution systems and facilities to ensure safe and efficient access for the public.
- Assists with replacing, maintaining and repairs, to meters, pumps, valves and hydrants.
- Reads meters and disconnects and turns on service to customers as necessary.
- Operates specialized vehicles and a variety of light, medium, and heavy equipment related to the maintenance and repair of the City's water, sewer, and storm water system infrastructure.
- Assists in the Operation and maintenance of the City's close circuit television system and equipment used to monitor and perform preventative maintenance in the sewer system.
- Assists in the cleaning of sewer lines in the sewer system by means of hydro cleaning and rodding.
- Notifies residents of system work, which may affect their lines, and cooperates with other agencies on repairs.
- Assists in performing a variety of duties in the maintenance of drainage structures to ensure efficient drainage, including inspecting, repairing, and replacing structures.
- Assists in performing concrete and open channel maintenance, including inspecting and repairing stormwater conveyance systems, removing/abating weeds and other invasive vegetation, removing sediments, debris, and trash, applying site delineation, best management practices, and erosion control before, during, and after maintenance activities, and keeping in compliance with applicable federal, state, and local water regulatory laws and regulations.

When performing all assignments:

- Operates specialized vehicles and a variety of light, medium, and heavy equipment related to the construction, maintenance, and repair of construction systems and facilities.
- Operates a variety of hand and power tools and equipment related to work assignment as instructed.
- Observes safe work methods and makes appropriate use of related safety equipment as required.
- Maintains public facilities, shop and garage areas, storage sites, and other work areas in a clean and orderly condition, including securing equipment at the close of the workday.
- Installs street barricades and cones and controls traffic around work sites and special events to ensure safe conditions for the general public and City workers.
- Provides needed information and demonstrations concerning how to perform certain work tasks to new employees in the same or similar class of positions.
- Participates in emergency Public Works repairs and maintenance including work in other sections of the Department.
- Performs other duties as assigned.

QUALIFICATIONS

Knowledge of:

- Basic mathematics.
- Safe driving rules and practices.
- English usage, spelling, vocabulary, grammar, and punctuation.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors and City staff.

Ability to:

- Learn basic principles, practices, tools, and materials as they relate to the maintenance and repair of infrastructure, facilities, systems, and appurtenances similar to those in a municipal environment.
- Learn occupational hazards and safety equipment and practices related to the work, including the handling of hazardous chemicals.
- Perform basic construction, modification, maintenance, and repair work.
- Make accurate arithmetic calculations.
- Safely and effectively use and operate hand tools, mechanical equipment, power tools, and light to heavy equipment required for the work.
- Understand and follow oral and written instructions.
- Use English effectively to communicate in person, over the telephone, and in writing.
- Read, interpret, and apply basic information from manuals, drawings, specifications, layouts, blueprints, and schematics.
- Follow department policies and procedures related to assigned duties.
- Use tact, initiative, prudence, and independent judgment within general policy, procedural, and legal guidelines.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

Education and Experience:

Any combination of training and experience that would provide the required knowledge, skills and abilities is qualifying. A typical way to obtain the required qualifications would be:

Equivalent to the completion of the twelfth (12th) grade. Experience in outdoor work, general construction, and/or general maintenance activities are desirable.

Licenses and Certifications:

- Possession of, or ability to obtain, a valid California Driver's License by time of appointment.

PHYSICAL DEMANDS

Must possess mobility to work in the field; strength, stamina, and mobility to perform medium to heavy physical work, to work in confined spaces and around machines, to climb and descend ladders, to operate varied hand and power tools and construction equipment, and to operate a motor vehicle and visit various City sites; vision to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone or radio. The job involves fieldwork requiring frequent walking in operational areas to identify problems or

hazards. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate above-mentioned tools and equipment. Positions in this classification bend, stoop, kneel, reach, and climb to perform work and inspect work sites. Employees must possess the ability to lift, carry, push and pull materials and objects weighing up to 100 pounds, or heavier weights with the use of proper equipment.

ENVIRONMENTAL ELEMENTS

Employees work in the field and are exposed to loud noise levels, cold and hot temperatures, inclement weather conditions, road hazards, vibration, confining workspace, chemicals, mechanical and/or electrical hazards, and hazardous physical substances and fumes. Employees may interact with challenging staff and/or public and private representatives and contractors in interpreting and enforcing departmental policies and procedures.

WORKING CONDITIONS

Required to be on-call and to work various shifts (including evenings, weekends, and holidays) for emergencies, special events, and other scheduled and unscheduled work.



September 2018
FLSA: NON-EXEMPT

MAINTENANCE & UTILITIES WORKER I

DEFINITION

Under direct supervision, performs a variety of unskilled and semi-skilled maintenance work in the construction, modification, maintenance, repair and operation of City infrastructure, including streets, structures, stormwater drains, sewer system, water supply and distribution systems, street signs and striping, traffic medians, parks, sports fields, and other City facilities and landscaped areas; and performs related work as assigned.

SUPERVISION RECEIVED AND EXERCISED

Receives direct supervision from assigned Senior Maintenance and Utilities Worker and functional supervision from a Maintenance & Utilities Worker III.

CLASS CHARACTERISTICS

This is the entry-level class in the public works maintenance series that performs unskilled and semi-skilled duties required to ensure that City infrastructure, systems, and facilities to which assigned, are maintained in a safe and effective working condition and provide the highest level of safety for public use.

Positions at this level are distinguished from the Level II in that the latter is the journey level performing the more skilled duties as assigned, working under general supervision.

EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

Management reserves the rights to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.

When performing the parks/landscape maintenance assignment:

- Performs basic preventative maintenance in the areas of landscape, turf, parks, grounds, median strips, on a scheduled basis; including litter removal; graffiti abatement, hard surface sweeping/blowing, leaf removal, mulching, planting, trimming, edging, fertilizing and mowing, and integrated pest management.
- Performs basic installation and repair of landscape irrigation systems.
- Performs tree trimming including pruning branches assists with removing trees safely and efficiently.
- Performs minor and basic repair to park / playground structures.
- Assists with the installation and construction of park / playground structures and equipment.
- Uses appropriate equipment to remove graffiti.

- Operates a variety of hand and power landscaping tools and equipment, including hand and power mowers, small tractors, spreaders, edgers, blowers, hedge trimmers, weed eaters, chainsaws, rakes, shovels, brooms and other tools.

When performing the facilities maintenance assignment:

- Performs basic maintenance activities for all municipal facilities including buildings, parks, and fields.
- Performs custodial activities including sweeping, scrubbing, mopping, stripping, waxing, and polishing floors; vacuums and sweeps rugs and carpets.
- Cleans, dusts, and vacuums offices, meeting rooms, kitchen areas, and other facilities as assigned.
- Cleans and disinfects restroom facilities, including sinks, toilets, and urinals; fills dispensers with towels, soap, toilet paper, and other items; washes mirrors, tile, walls, and windows; unclogs drains and toilets.
- Performs minor maintenance to buildings and adjacent grounds; replaces light bulbs; cleans tables, chairs, and other furniture.
- Moves and arranges furniture and equipment; prepares rooms and other facilities for special events or meetings as assigned; sets up and assembles chairs, tables, and other furniture and equipment; cleans up furniture, equipment, and debris following events.
- Locks and unlocks doors, gates, and windows as appropriate; turns lights on and off as needed; maintains security of assigned areas according to established guidelines; sets alarms as appropriate.
- Reports safety, sanitary, and fire hazards to appropriate personnel; reports need for maintenance and repairs to appropriate authority.
- Operates custodial equipment such as vacuums, mops, small hand and power tools, buffer/scrubber machines, and other equipment as assigned.

When performing the concrete/asphalt maintenance assignment:

- Performs basic construction, maintenance, and repair of City streets and roadways.
- Performs basic asphalt maintenance and assists with more complex work, including demolition and preparation of areas to be resurfaced; applying, raking, compacting, and paving appropriate materials to the surface, and cleaning up area.
- Participates in the sealing of cracks, including cleaning and preparing surfaces with the appropriate equipment and applying crack sealing material and applicable chemicals to the surface.
- Assists with concrete maintenance, including attending to trip hazards, demolishing and removing concrete, and forming, pouring, and finishing sidewalks, handicapped ramps, curbs, and gutters.
- Operates construction and concrete cutting and breaking equipment such as a jackhammer; constructs concrete forms, pours concrete, and assists in finishing concrete and masonry work.

When performing the traffic/graffiti/street maintenance assignment:

- Installs, maintains, and repairs traffic signs, including making signs, and installing sign posts and signs as directed.
- Inspects City premises for graffiti vandalism; uses appropriate equipment to remove graffiti.
- Assists with legend painting and striping of City streets and parking lots using appropriate materials.

- Manually removes debris and other materials from streets as necessary, removing obstructions from the sweeper's path, and removing objects from other inaccessible areas.
- Receives and responds to requests from other City Departments, City staff, and the general public for emergency clean-up, including requests to remove debris, garbage, glass, and other materials from accident sites and other areas

When performing the water systems sewer, and stormwater/drainage maintenance assignment:

- Performs inspections, and assist with construction, maintenance, and repair activities of City water supply and distribution systems and facilities to ensure safe and efficient access for the public.
- Replaces water meters, assists with pumps, valves and hydrants replacement.
- Reads meters and disconnects and turns on service to customers as necessary.
- Operates specialized vehicles and a variety of light, medium, and heavy equipment related to the maintenance and repair of the City's water, sewer, and storm water system infrastructure.
- Assists in the Operation and maintenance of the City's close circuit television system and equipment used to monitor and perform preventative maintenance in the sewer system.
- Assists in the cleaning of sewer lines in the sewer system by means of hydro cleaning and rodding.
- Notifies residents of system work, which may affect their lines, and cooperates with other agencies on repairs.
- Performs a variety of duties in the maintenance of drainage structures to ensure efficient drainage, including inspecting and assisting with repairs and replacing structures.
- Performs concrete and open channel maintenance, including inspecting removing/abating weeds and other invasive vegetation, removing sediments, debris, and trash, and assists with repairing stormwater conveyance systems, applying site delineation, best management practices, and erosion control before, during, and after maintenance activities, and keeping in compliance with applicable federal, state, and local water regulatory laws and regulations.
- Assists with regulatory requirements related to the water system operations and maintenance are met on a consistent and ongoing basis.

When performing all assignments:

- Operates specialized vehicles and a variety of light, medium, and heavy equipment related to the construction, maintenance, and repair of construction systems and facilities.
- Operates a variety of hand and power tools and equipment related to work assignment as instructed.
- Observes safe work methods and makes appropriate use of related safety equipment as required.
- Maintains public facilities, shop and garage areas, storage sites, and other work areas in a clean and orderly condition, including securing equipment at the close of the workday.
- Installs street barricades and cones and controls traffic around work sites and special events to ensure safe conditions for the general public and City workers.
- Provides needed information and demonstrations concerning how to perform certain work tasks to new employees in the same or similar class of positions.
- Participates in emergency Public Works repairs and maintenance including work in other sections of the Department.

- Performs other duties as assigned.

QUALIFICATIONS

Knowledge of:

- Basic principles, practices, tools, and materials as they relate to the maintenance and repair of infrastructure, facilities, systems, and appurtenances similar to those in a municipal environment.
- Basic mathematics.
- Safe driving rules and practices.
- English usage, spelling, vocabulary, grammar, and punctuation.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors and City staff.

Ability to:

- Learn occupational hazards and safety equipment and practices related to the work, including the handling of hazardous chemicals.
- Perform basic construction, modification, maintenance, and repair work.
- Make accurate arithmetic calculations.
- Safely and effectively use and operate hand tools, mechanical equipment, power tools, and light to heavy equipment required for the work.
- Understand and follow oral and written instructions.
- Use English effectively to communicate in person, over the telephone, and in writing.
- Read, interpret, and apply basic information from manuals, drawings, specifications, layouts, blueprints, and schematics.
- Follow department policies and procedures related to assigned duties.
- Use tact, initiative, prudence, and independent judgment within general policy, procedural, and legal guidelines.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

Education and Experience:

Any combination of training and experience that would provide the required knowledge, skills and abilities is qualifying. A typical way to obtain the required qualifications would be:

Equivalent to the completion of the twelfth (12th) grade, and one (1) year of construction, landscape, or maintenance experience.

Licenses and Certifications:

- Possession of, or ability to obtain, a valid California Driver's License by time of appointment.

PHYSICAL DEMANDS

Must possess mobility to work in the field; strength, stamina, and mobility to perform medium to heavy physical work, to work in confined spaces and around machines, to climb and descend ladders, to operate varied hand and power tools and construction equipment, and to operate a motor vehicle and visit various City sites; vision to read printed materials and a computer

screen; and hearing and speech to communicate in person and over the telephone or radio. The job involves fieldwork requiring frequent walking in operational areas to identify problems or hazards. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate above-mentioned tools and equipment. Positions in this classification bend, stoop, kneel, reach, and climb to perform work and inspect work sites. Employees must possess the ability to lift, carry, push and pull materials and objects weighing up to 100 pounds, or heavier weights with the use of proper equipment.

ENVIRONMENTAL ELEMENTS

Employees work in the field and are exposed to loud noise levels, cold and hot temperatures, inclement weather conditions, road hazards, vibration, confining workspace, chemicals, mechanical and/or electrical hazards, and hazardous physical substances and fumes. Employees may interact with challenging staff and/or public and private representatives and contractors in interpreting and enforcing departmental policies and procedures.

WORKING CONDITIONS

Required to be on-call and to work various shifts (including evenings, weekends, and holidays) for emergencies, special events, and other scheduled and unscheduled work.



SEPTEMBER 2018
FLSA: EXEMPT

Geographic Information System (GIS) Coordinator

DEFINITION

Under the general supervision of the Information Services Manager, to coordinate all GIS-related technology within the City, compiles, evaluates, integrates, produces updates, and maintains spatial data and digital maps that are geographically referenced with data converted from a variety of sources such as maps, remote sensing devices, global positioning systems, surveys, historical records, and databases. The GIS Coordinator uses their skills to relate different types of data such as socioeconomic, demographic, administrative or political boundaries, land use, land cover, environmental, infrastructure, and transportation networks and integrate GIS with other software as may be necessary.

DISTINGUISHING CHARACTERISTICS

The GIS Coordinator works independently under the general supervision of the Information Services Manager. In this environment, the position performs tasks such as budget planning and monitoring; long range planning, represents the Information Technology Division in internal GIS matters and may represent the City in municipal and county governmental joint projects.

The position shall provide GIS-related system analysis services, including feasibility studies requirement definition, design specification, programming, testing and implementation for GIS projects. The incumbent shall be well versed in current GIS technology, including data base design, development and maintenance.

Incumbents have a high level of expertise designing and integrating spatial and non-spatial databases, applying ESRI and other GIS-related software products to a variety of operating systems, producing the most complex reports and visual representations, and resolving the most complex GIS system problems involving servers and clients where GIS software, application, and data set installations are in use.

EXAMPLES OF TYPICAL FUNCTIONS (Illustrative Only)

Management reserves the rights to add, modify, change or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.

- Develop GIS budgets and long range plans
- Implement and monitor GIS policies and procedures
- Represent the City in GIS matters involving other local city and county governments and agencies.
- Coordinate GIS planning and project management throughout the City.
- Define and analyze departmental requirements and make recommendations as to their solutions and implementation alternatives.
- Define common requirements for hardware and software necessary to meet City and departmental needs.
- Establish and enforce compliance with GIS standards for file maintenance and quality,

- Write, test and maintain common programs in support of GIS.
- Assist in the definition of end-user training needs and provide recommendations for training solutions.
- Understanding of the overall short and long term goals of GIS for the City and integrating GIS with other IT supported systems.
- Researches, collects, encodes, updates, and integrates information and data from various spatial and non-spatial, digital and analog sources. Performs quality checks on encoded data values and reviews output products for accuracy.
- Models map layers, performs spatial analysis, generates reports, and performs quality control procedures using GIS software.
- Designs and generates maps by specifying coordinate systems, scales, legends, feature symbology, and other cartographic techniques.
- Enters new map data through the use of digitizing devices, remotely sensed data capture instruments, and precision input of coordinate information through batch or interactive modes using knowledge of principles of cartography.
- Develops and reviews requests for proposals and quotes, coordinates the procurement of contracts with vendors and other City departments, and administers contracts to ensure compliance with scope of work.
- Provides technical assistance to City staff.
- Writes, reviews, and tests GIS scripting and programs.
- May perform formal GIS needs assessments, describes the benefits of using GIS, advises staff regarding the evaluation of feasibility of applying GIS technologies to specific work flow processes, compares various system alternatives, makes recommendations for systems procurement and implementations, prepares time and cost estimates, and schedules installation of proposed systems.
- Participates in educational and professional development programs to keep abreast of current developments.
- May manage GIS database creation and development projects, establish priorities and schedules for projects, and perform planning and analysis of budgets.
- Performs additional related duties as required.

QUALIFICATIONS

Knowledge of:

- Detailed knowledge of the principles of Geographic Information Systems.
- Principles and methods of relational database management systems.
- Principles and techniques of digital information entry, storage and retrieval.
- Capabilities and limitations of a variety of software used to create and support automated GIS.
- Object oriented programming and command languages and tools to modify or interface software and hardware.
- Knowledge of principles of systems and procedures analysis.
- Training and design delivery.
- Hardware and software specific to GIS.

Ability to:

- Create, interpret and utilize GIS map layers and data sets for analytical purposes.
- Conduct training sessions in GIS.

- Communicate clearly with departments not familiar with GIS and translate their needs into GIS requirements and solutions.
- Work effectively with staff at all levels and with varying levels of GIS knowledge.
- Work effectively with local government and other agencies in cooperative GIS projects.
- Design and develop spatial databases.
- Develop data visualization tools using ArcView, ArcIMS, and other current ESRI software products.
- Plan and manage departmental and enterprise GIS projects.
- Make effective recommendations for database and application development.
- Work independently under limited supervision, exercise initiative with established deadlines.
- Communicate effectively both orally and in writing.
- Establish and maintain effective work relationships.
- Follow oral and written instructions.
- Gather, analyze, and evaluate technical information (including performing field surveys) and data sources using approved best practices to achieve cost-effective conclusions.
- Interface with vendors on the integration of multiple, GIS-related, third-party products.

Education and Experience:

Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

A Bachelor's Degree in GIS, Computer Science, Computer Information Systems, or a related field and 2 years of experience in GIS and /or Information Systems.

Licenses and Certifications:

- Possession of a valid California C Driver's License at time of hire.

PHYSICAL DEMANDS

Must possess mobility to work in a standard office setting and use standard office equipment, including a computer, to operate a motor vehicle, and to visit various City and meeting sites; vision to read printed materials and a computer screen; and hearing and speech to communicate in person, before groups, and over the telephone. This is primarily a sedentary office classification although standing and walking between work areas and to conduct field surveys and collect data is required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information. Employees must possess the ability to lift, carry, push, and pull materials and objects weighing up to 25 pounds.

ENVIRONMENTAL ELEMENTS

Employees work in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Employees may work in the field and occasionally be exposed to loud noise levels, cold and hot temperatures, inclement weather conditions, road hazards, vibration, mechanical and/or electrical hazards, and hazardous physical substances and fumes.



SEPTEMBER 2018
FLSA: NON-EXEMPT

Geographic Information System (GIS) Technician

DEFINITION

Under supervision, performs a variety of work relating to Geographic Information Systems (GIS) including computerized mapping, data entry and cartographic layout, maintaining digital graphic and textual databases, and other work as required.

DISTINGUISHING CHARACTERISTICS

This position performs routine technical work in computer mapping, data entry, and map production on an independent basis and receives close supervision when assigned more complex GIS related tasks. This position receives general supervision from the Information Technology Manager and functional direction from managers of other City departments when assisting with specialized GIS projects.

EXAMPLES OF TYPICAL FUNCTIONS (Illustrative Only)

Management reserves the rights to add, modify, change or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.

- Creates and maintains computerized map coverages using aerial photography, subdivision maps, assessor parcel maps, field surveys, and boundary descriptions using GIS software, windows computers and servers, and plotters.
- Researches, creates, and maintains geographic and tabular data from source data, maps, and field notes relating to map coverages.
- Enters new map data through the use of digitizing devices, remotely sensed data capture instruments, and precision input of coordinate information through batch or interactive modes using knowledge of principles of cartography.
- Monitors changes for correct parcel, address, and other spatial data.
- Utilizes GIS software to prepare and maintain a wide range of cartographic layouts for use by City staff.
- Conducts geographic analysis such as geocoding, network analysis, and spatial analysis using specialized software.
- Locates buildings, transportation facilities, and natural features using aerial photography. Maintains and records related data.
- Conducts field surveys to collect and map data.
- Works with Public Works staff to coordinate GIS data updates from AutoCAD drawing data.
- Assists City departments with GIS data needs.

- Translates user requests into methods and procedures for generating cartographic products.
- Answers routine questions and provides information to City staff concerning City Maps and GIS data.
- Performs additional related duties as required.

QUALIFICATIONS

Knowledge of:

- Basic concepts, terminology, methodology, principles, practices, and techniques of geographic information systems.
- Computer operating systems, computer file and project management techniques.
- Microsoft software.
- Principles and practices of geometry.
- Basic GIS procedures necessary to create basic maps including digitizing, data entry, editing, and project production.
- Cartography, map scale, and graphic presentation.
- Computer programming languages such as Java or Python, computer scripting such as VBscript, working knowledge of SQL, AutoCAD Civil 3D, or Map3D is highly desirable.

Ability to:

- Learn and apply methods, techniques, and the operation of computers and printing devices necessary to prepare, maintain, and print maps and map data.
- Translate customer requests into methods and procedures for generating cartographic products.
- Read and understand maps, geographic information, and aerial photography.
- Learn and operate GIS data collection computer and produce maps from data collected.
- Make complex mathematical calculations.
- Work independently and exercise initiative with established deadlines.
- Communicate effectively both orally and in writing when making presentations and creating documents such as user guides.
- Establish and maintain effective work relationships.
- Read, understand, and interpret documents of complex technical and geographic subject matter.
- Follow oral and written instructions.
- Apply City and industry standards and policies.
- Develop reports, maps, and other data products.

Education and Experience:

- Completion of coursework leading to a two (2) year degree in Computer Science, Geographic Information Systems, Urban Planning, Geography, Environmental Sciences, or other GIS-related field, and a minimum of two (2) years of experience with ArcGIS and MS Office products.

Licenses and Certifications:

- Possession of a valid California C Driver's License by time of appointment.

PHYSICAL DEMANDS

Must possess mobility to work in a standard office setting and use standard office equipment, including a computer, to operate a motor vehicle, and to visit various City and meeting sites; vision to read printed materials and a computer screen; and hearing and speech to communicate in person, before groups, and over the telephone. This is primarily a sedentary office classification although standing and walking between work areas and to conduct field surveys and collect data is required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information. Employees must possess the ability to lift, carry, push, and pull materials and objects weighing up to 25 pounds.

ENVIRONMENTAL ELEMENTS

Employees work in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Employees may work in the field and occasionally be exposed to loud noise levels, cold and hot temperatures, inclement weather conditions, road hazards, vibration, mechanical and/or electrical hazards, and hazardous physical substances and fumes.



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 8.F.

TO: City Council

FROM: Craig Malin, City Manager

BY: Abdul Pridgen, Police Chief

DATE: September 20, 2018

**SUBJECT: APPROVE RESOLUTION FOR BUDGET TRANSFER OF \$23,000
FROM EQUIPMENT ACCOUNT TO MOBILE COMMUNICATIONS
ACCOUNT TO PURCHASE CELL PHONES.**

PURPOSE & RECOMMENDATION

Approve Resolution for budget transfer of \$23,000 from equipment account to mobile communications account to purchase cell phones.

BACKGROUND

Cell phones are an essential tool in today's technological environment. Supervisory staff are issued work cell phones as a communication tool to interact with the community, staff and social media. The need also exists for our line-level police officers. Historically, officers were issued digital cameras, and audio recording devices. With advancements in technology, and in particular smartphones, smartphones are essential in conducting day-to-day business for police. Several smartphones are shared among officers on a daily basis, but the need to assign each officer a smartphone is pressing.

With smartphones, officers are able to utilize them for photography in documenting evidence, audio recording, work related phone calls in the field, and access the Internet to law enforcement based websites. In addition, we are in the process of implementing our Body Worn Camera program. A key feature in the functionality of BWC's is uploading data remotely. This will require officers wearing BWC's to access the smartphone application to upload and title recordings without causing them to return to the police department.

FISCAL IMPACT

\$23,000 transferred from Department Equipment account# 100-6120-8187 to Mobile Communications account# 100-6120-5135.

ATTACHMENTS

1. Draft Resolution
 2. Memo.Cell Phones PD
-

Reviewed for Submission to the
City Council by:



Craig Malin, City Manager

RESOLUTION NO. 18-

A RESOLUTION OF THE CITY OF SEASIDE CITY COUNCIL

APPROVE A BUDGET TRANSFER OF \$23,000 FROM EQUIPMENT ACCOUNT TO MOBILE COMMUNICATIONS ACCOUNT TO PURCHASE CELL PHONES.

WHEREAS, Cell phones are an essential tool in today's technological environment; and

WHEREAS With advancements in technology, and in particular smartphones, smartphones are essential in conducting day-to-day business for police; and

WHEREAS currently several smartphones are shared among officers on a daily basis, but the need to assign each officer a smartphone is pressing; and

WHEREAS smartphones allow officers the ability to utilize them for photography in documenting evidence, audio recording, work related phone calls in the field, and access the Internet to law enforcement based websites; and

WHEREAS the department is currently in the process of implementing our Body Worn Camera program and key feature in the functionality of BWC's is uploading data remotely and requires officers wearing BWC's to access the smartphone application to upload and title recordings without causing them to return to the Police Department.

NOW, THEREFORE BE IT FURTHER RESOLVED, that the City of Seaside City Council authorizes \$23,000 to be transferred from Department Equipment account# 100-6120-8187 to Mobile Communications account# 100-6120-5135 to be able to purchase cell phones for the Police Department.

PASSED AND ADOPTED at a regular City Council meeting duly held on the 20th day of September, 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

MEMORANDUM

City of Seaside

Finance Department

Date: August 9, 2018

To: Chief Pridgen

CC: Regina Lualemana

From: Travis Foster, Assistant Finance Director

Subject: Acquisition of Cell Phones 2018-19

Per Gary's Estimate, the \$8,800 for the acquisition of cell phones appears could be funded from account 100-6120-8187 that has a \$265,000 budget for 2018-2019.

The annual software costs of \$5,000 for the cell phones as well as the estimated \$18,000 per year for service connection, totaling \$23,000 per year, will need to come from a budget transfer. Since the transfer is over \$10,000, we would need to take the budget transfer to City Council for approval. This \$23,000 needs to be transferred to account 100-6120-5135 Mobile Communications, where the existing cell phone service connection charges are coded, from an account such as 100-6120-8187 Department Equipment. Then we would need to add \$23,000 to the Mobile Communications yearly budget, which in some years could result in decreasing other expenditures in the Police Department for the cell phone service commitment.



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 8.G.

TO: City Council

FROM: Craig Malin, City Manager

BY: Rick Riedl, City Engineer
Leslie Llantero, Assistant Engineer

DATE: September 20, 2018

SUBJECT: **APPROVE A RESOLUTION TO AWARD A CONSTRUCTION CONTRACT TO INTERMOUNTAIN SLURRY SEAL INC. FOR THE 2018 SLURRY SEAL PROJECT (VARIOUS STREETS) FOR AN AMOUNT NOT TO EXCEED \$155,270.**

PURPOSE & RECOMMENDATION

The purpose of this item is to have the City Council consider awarding a construction contract to Intermountain Slurry Seal Inc. for the 2018 Slurry Seal Project (Various Streets) for an amount not to exceed \$155,270.

BACKGROUND

The City recently completed the Pavement Management Program Update and on July 19, 2018 the City Council approved the SB1 pavement restoration project list. Staff selected four street segments from the list to develop plans and specifications for a slurry seal project. The General Jim Moore Boulevard street segment was added to the bid in the event FORA Care Taker funding is authorized. These streets were selected based upon ease construction and budget constraints. The selected street segments are as follows:

Street Segment	Beginning	Ending
Hilby Avenue	Canyon Del Rey Blvd.	Fremont Boulevard
La Salle Avenue	Luzern Street	Lincoln Street
Sand Dunes Drive	Canyon Del Rey	North City Limits
Wheeler Street	Kimball Avenue	End
Alternative No. 1		
General Jim Moore Boulevard	Coe Avenue	Just south of Arloncourt Road

The 2018 Slurry Seal Project (Various Streets) was put out to bid and advertised on August 23, 2018 and September 6, 2018. A mandatory pre bid meeting was held on Wednesday, September

5, 2018 in which three contractors were in attendance. A public bid opening was held on September 13, 2018 at 4:00 PM. The following bids were received:

Contractor	Base Bid	Alternative Bid
VSS International	\$215,120.00	\$177,120.00
Intermountain Slurry Seal, Inc.	\$155,270.00	\$199,916.00

The basis of award is on the Base Bid. Upon an evaluation of the bid documents received, Intermountain Slurry Seal Inc. is the lowest responsive responsible bidder.

Authorization has not been received from FORA to fund alternative no. 1. Therefore, it is recommended that the City Council adopt a resolution to award a construction contract to Intermountain Slurry Seal Inc. for an amount not to exceed One Hundred Fifty Five Thousand Two Hundred Seventy Dollars (\$155,270) to construct the 2018 Slurry Seal Project (Various Streets) and authorize the City Manager to execute the contract.

FISCAL IMPACT

The 2018 Slurry Seal Project (Various Streets) is funded through SB1 (The Road Repair and Accountability Act of 2017). The project will be funded by the remaining 2017-18 SB1 revenue of \$147,069, with the balance coming from 2018-19 SB1 revenue. It is common to establish a contingency budget of 10% for construction projects.

ATTACHMENTS

1. Draft Resolution
2. Contract.18.09.14

Reviewed for Submission to the
City Council by:



Craig Malin, City Manager

RESOLUTION NO. 18-

A RESOLUTION OF THE CITY OF SEASIDE CITY COUNCIL

**AWARDING A CONSTRUCTION CONTRACT TO INTERMOUNTAIN SLURRY INC.
FOR AN AMOUNT NOT TO EXCEED ONE HUNDRED FIFTY FIVE THOUSAND
TWO HUNDRED SEVENTY DOLLARS (\$155,270) FOR THE 2018 SLURRY SEAL
(VARIOUS STEETS) PROJECT AND AUTHORIZE THE CITY MANAGER TO
EXECUTE THE CONTRACT**

WHEREAS, the City Council adopted the SB1 Project list on July 19, 2018; and

WHEREAS, the proposed improvements made to the street are in line SB1 Road Repair and Accountability Act and a prescribed treatment from the Pavement Management Program; and

WHEREAS, the plans and specifications are complete and construction funding secured from fiscal year 2017-2018 and 2018-2019 SB1 revenue; and

WHEREAS, the project was put out to bid and two bids were received;

WHEREAS, based upon the review of the bid documents, Intermountain Slurry was the lowest responsive responsible bidder and have completed several slurry projects.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Seaside awards a construction contract to Intermountain Slurry for the construction of the 2018 Slurry Seal Project (Various Streets) for an amount not to exceed One Hundred Fifty Five Thousand Two Hundred Seventy Dollars (\$155,270) and authorize the City Manager to execute the contract; and

NOW, THEREFORE BE IT FURTHER RESOLVED, that the City of Seaside City Council authorize the City Engineer to execute an additional 10% contingency for written amendments to Intermountain Slurry contract such that the full value of the contract may not exceed One Hundred Seventy Thousand Seven Hundred Ninety Seven Dollars (\$170,797).

PASSED AND ADOPTED at a regular City Council meeting duly held on the 20th day of September, 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
2018 Slurry Seal Project (Various Streets)
Contract Agreement

This Agreement made and concluded in duplicate this _____ day of _____, between the CITY OF SEASIDE, herein referred to as "City", and Intermountain Slurry Seal, Inc., herein referred to as "Contractor".

WITNESSETH:

Article I. For and in consideration of the payments and agreements hereinafter mentioned to be made and performed by said City and hereunto annexed, the said Contractor agrees with the said City, at his own proper cost and expense, to do all the work and furnish all the materials, except such as are mentioned in the specifications to be furnished by said City, necessary to construct and complete in a good workmanlike and substantial manner and to the satisfaction of said City, in accordance with the provisions hereto annexed and also in accordance with the latest applicable General prevailing Wage Rates.

The work to be done is specified in these special provisions and plans, approved by the City Engineer, which said special provisions and plans are made part of this contract.

Article II. The said City hereby promises and agrees with the said Contractor to employ, and does hereby employ, the said Contractor to provide the materials and do the work according to the terms and conditions herein contained and referred to, for the price hereinafter set forth, and hereby contracts to pay the same at the time, in the manner, and upon the conditions herein set forth; and the said parties for themselves, their heirs, executors, administrators, successors and assigns, do hereby agree to the full performance of the covenants herein contained.

Article III. The statement of prevailing wages appearing in the General Prevailing Wage Rates is hereby specifically referred to and by this reference made a part of this contract. It is further expressly agreed by and between the parties hereto that should there be any conflict between the terms of this instrument and the bid or proposal of said Contractor, then this instrument shall control and nothing herein shall be considered as an acceptance of the said terms of said proposal conflicting herewith.

Article IV. By my signature hereunder, as Contractor, I certify that I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for worker's compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this contract.

Article V. And the said Contractor agrees to receive and accept the following prices as full compensation for furnishing all materials and for doing all the work contemplated and embraced in this agreement; also for all loss or damage arising out of the nature of the work aforesaid, or from the action of the elements, or from any unforeseen difficulties or obstructions which may arise or be encountered in the prosecution of the work until its acceptance by the said City and for all risks of every description connected with the work; also for all expenses incurred by or in consequence of the suspension or discontinuance of work and for well and faithfully completing the work, and the whole thereof, in the manner and according to the plans and specifications, and the requirements of the Engineer under them, to wit:

ITEM	ITEM DESCRIPTION	QTY	UNIT	UNIT COST	TOTAL COST
1	Mobilization	1	LS	\$ 20,000.00	\$ 20,000.00
2	Storm Water Pollution Control Plan (SWPCP)	1	LS	\$ 2,000.00	\$ 2,000.00
3	Traffic Control	1	LS	\$ 22,390.50	\$ 22,390.50
4	Remove Traffic Stripe and Markings	1	LS	\$ 12,000.00	\$ 12,000.00
5	Sawcut, Remove, Grade and Replace 6" HMA	3	Ton	\$ 500.00	\$ 1,500.00
6	Type II Slurry Seal	20,000	SY	\$ 3.50	\$ 70,000.00
7	Adjust Existing Utility Facilities to Grade	1	EA	\$ 5,000.00	\$ 5,000.00
8	Thermo Pavement Markings	1,700	SY	\$ 6.60	\$ 11,220.00
9	Thermoplastic Pavement Striping	4,100	LF	\$ 2.20	\$ 9,020.00
10	Bike Lane (Green) Thermoplastic Pavement Marking	0	SF		\$ -
11	Surface Mount Channelizers	13	EA	\$ 93.00	\$ 1,209.00
12	Object Markers	10	EA	\$ 93.00	\$ 930.00
Base Bid Amount					\$155,269.50

Article VI. - Assignment. The Contractor shall not assign any of his duties, responsibilities or obligations without prior written consent from the City.

Article VII. Indemnity. To the fullest extent permitted by law, the Contractor agrees to indemnify, defend and hold harmless, City and any and all of City's boards, officers, employees, agents, assigns, and successors in interest through legal counsel reasonably acceptable to the City, from and against any and all claims losses, demand and expenses, including, but not limited to, attorney's fees and cost of litigation, on account of bodily injury, including death, or property damage arising out of or in any way connected to the work performed by Contractor under this agreement. Without affecting the rights of City under any provision of this agreement, Contractor shall not be required to indemnify and hold harmless City for liability attributable to the active negligence of City, provided such active negligence is determined by agreement between the parties or by the findings of a court of competent jurisdiction. In instances where City is shown to have been actively negligent and where City's active negligence accounts for only a percentage of the liability involved, the obligation of Contractor will be for that entire portion or percentage of liability not attributable to the active negligence of City.

Article VIII. Insurance. Prior to the beginning of and throughout the duration of the work, Contractor will maintain insurance in conformance with the requirements set forth below. Contractor will use existing coverage to comply with these requirements. If that existing coverage does not meet the requirements set forth here, it will be amended to do so. Contractor acknowledges that the insurance coverage and policy limits set forth in this section constitute the minimum amount of coverage required. Any insurance proceeds available to City in excess of the limits and coverage required in this agreement and which is applicable to a given loss, will be available to City.

Contractor shall provide the following types and amounts of insurance:

1. Commercial General Liability Insurance using Insurance Services Office "Commercial General Liability" policy form CG 00 01 or the exact equivalent. Defense costs must be paid in addition to limits. There shall be no cross liability exclusion for claims or suits by one insured against another. Limits shall be no less than \$2,000,000 per occurrence for all covered losses and no less than \$4,000,000 general aggregate.

Contractor's policy shall contain no endorsements limiting coverage beyond the basic policy coverage grant for any of the following:

- Explosion, collapse or underground hazard (XCU)
- Products and completed operations
- Pollution liability
- Contractual liability

Coverage shall be applicable to City for injury to employees of contractors, subcontractors or others involved in the project. Policy shall be endorsed to provide a separate limit applicable to this project.

2. Workers Compensation on a state-approved policy form providing statutory benefits as required by law with employer's liability limits no less than \$1,000,000 per accident for all covered losses.
3. Business Auto Coverage on ISO Business Auto Coverage form CA 00 01 06 92 including symbol 1 (Any Auto) or the exact equivalent. Limits shall be no less than \$1,000,000 per accident, combined single limit. If Contractor owns no vehicles, this requirement may be satisfied by a non-owned auto endorsement to the general liability policy described above. If Contractor or Contractor's employees will use personal autos in any way on this project, Contractor shall provide evidence of personal auto liability coverage for each such person.
4. Excess or Umbrella Liability Insurance (Over Primary) if used to meet limit requirements, shall provide coverage at least as broad as specified for the underlying coverages. Any such coverage provided under an umbrella liability policy shall include a drop down provision providing primary coverage above a maximum \$25,000 self-insured retention for liability not covered by primary but covered by the umbrella. Coverage shall be provided on a "pay on behalf" basis, with defense costs payable in addition to policy limits. There shall be no cross liability exclusion precluding coverage for claims or suits by one insured against another. Coverage shall be applicable to City for injury to employees of Contractor, subcontractors or others involved in the Work. The scope of coverage provided is subject to approval of City following receipt of proof of insurance as required herein. Limits are subject to review but in no event less than \$4,000,000 per occurrence and aggregate.

Article IX. - Legal Action. Should either party to this agreement bring legal action against the other, the case shall be handled in Monterey County, California, and the party prevailing in such action shall be entitled to a reasonable attorney's fee which shall be fixed by the judge hearing the case and such fee shall be included in the judgment, together with all costs.

Article X. - Notices. All notices herein provided to be given, or which may be given by either party to the other, shall be deemed to have been fully given and fully received when made in writing and deposited in the United States mail, certified and postage prepaid, and addressed to the respective parties as follows:

CITY OF SEASIDE
Rick Riedl, City Engineer
440 Harcourt Avenue
Seaside, CA 93955

Intermountain Slurry Seal Inc.
1120 Terminal Way
Reno, NV 89502
(775) 358-1355

IN WITNESS WHEREOF, the parties to these presents have hereunto set their hands the year and date first above written.

CITY OF SEASIDE

Intermountain Slurry Seal Inc.

by: _____
Craig Malin, City Manager

by: _____

Date

Date
Licensed in accordance with an act providing for the
registration of Contractors. License No. 462443



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 8.H.

TO: City Council

FROM: Craig Malin, City Manager

BY: Lesley Milton-Rerig, City Clerk

DATE: September 20, 2018

**SUBJECT: RESOLUTION REQUESTING CONSENT OF THE CITY OF SEASIDE
TO CREATE THE MONTEREY COUNTY TOURISM
IMPROVEMENT DISTRICT**

PURPOSE & RECOMMENDATION

That the City Council adopt a resolution requesting to create the MCTID, and to grant to the Council jurisdiction for all the purposes in connection with creation, operation, and future renewals of the proposed MCTID.

BACKGROUND

The existing district was formed in 2006 pursuant to the Property and Business Improvement Area Law of 1989 ('89 Law). This effort seeks to modernize the district by disestablishing the '89 Law district and re-establishing the MCTID pursuant to the Property and Business Improvement District Law of 1994 ('94 Law).

The MCTID is a benefit assessment district proposed to help fund marketing and sales promotion efforts for Monterey County lodging businesses. This approach has been used successfully in other destination areas throughout the state to improve tourism and drive additional room nights. The proposed MCTID includes all lodging businesses located within the boundaries of the the unincorporated areas of Monterey County and the cities of Carmel-by-theSea, Del Rey Oaks, Marina, Monterey, Pacific Grove, Salinas, Sand City, and Seaside.

Hoteliers decided to pursue formation of the MCTID in order to modernize a revenue source devoted to marketing Monterey County as a tourist, meeting and event destination. If established, the District would generate between \$24 and \$30 million over five years for promotion of travel and tourism specific to Monterey County.

During the September 6, 2018 City Council Meeting, Jennifer Johnson from the Monterey County Convention and Visitors Bureau made a presentation about about their quest to establish

a Monterey County Tourism Improvement District (MCTID). The MCCVB has gathered the petitions needed together and submitted, and at the Monterey City Council meeting on August 21, 2018, the City Council adopted the Resolution Requesting Consent from the jurisdictions within the MCTID boundaries as well as a Resolution of Intention and Procedural Guidelines. A notice is being mailed to all assessed businesses advising them of the two upcoming hearings on September 18 and October 16, which gives the lodging properties the opportunity to provide public comment on the renewal.

Prior to the Resolution of Formation which will be taking place on October 16, the MCCVB is requesting adoption of a Resolution Granting Consent from the City of Seaside to the City of Monterey to be the lead jurisdiction on the formation. This resolution must be adopted prior to the Final Hearing on October 16. At that time the final Management District Plan (MDP available here: <https://www.seemonterey.com/members/tools/reports/>) will become the governing document of the MCTID.

Attached is the draft Resolution granting consent for Seaside and staff recommends that the City Council adopt the attached resolution as presented.

FISCAL IMPACT

There is no fiscal impact associated with this action at this time.

ATTACHMENTS

1. Draft Resolution
 2. City of Monterey Resolution
-

Reviewed for Submission to the
City Council by:



Craig Malin, City Manager

RESOLUTION NO. _____

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEASIDE

**GRANTING CONSENT TO THE CITY OF MONTEREY TO ESTABLISH THE
MONTEREY COUNTY TOURISM IMPROVEMENT DISTRICT**

WHEREAS, the City of Monterey is beginning the process to establish the Monterey County Tourism Improvement District (MCTID) pursuant to the Property and Business Improvement District Law of 1994, Streets and Highways Code section 36600 et seq., to promote tourism and the lodging businesses in Monterey County; including the cities of Carmel-by-the-Sea, Del Rey Oaks, Marina, Monterey, Pacific Grove, Salinas, Sand City, and Seaside; and

WHEREAS, the City Council of the City of Monterey has requested consent to establish the MCTID in the City of Seaside with adoption of City of Monterey City Council Resolution No. 18-143, dated August 21, 2018;

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Seaside, that:

Section 1: The above recitals are true and correct.

Section 2: The City Council consents to the City of Monterey establishing, operating, and renewing the MCTID, which District shall include the City of Seaside.

Section 3: The City Clerk is hereby directed to transmit a certified copy of this Resolution to the Monterey City Clerk.

Section 4: This Resolution is effective upon its adoption.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Seaside, State of California, held on this 20th day of September, 2018 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Ralph Rubio, Mayor

(SEAL)

ATTEST:

Lesley Milton-Rerig, City Clerk

RESOLUTION NO. 18-143 C.S.

**RESOLUTION REQUESTING CONSENT OF THE CITIES OF CARMEL-BY-
THE-SEA, DEL REY OAKS, MARINA, PACIFIC GROVE, SALINAS, SAND
CITY, AND SEASIDE, AND THE COUNTY OF MONTEREY TO CREATE THE
MONTEREY COUNTY TOURISM IMPROVEMENT DISTRICT**

WHEREAS, the City Council of the City of Monterey desires to begin proceedings to form the Monterey County Tourism Improvement District ("MCTID");

WHEREAS, certain lodging business owners have requested that the City Council (the "Council") of the City of Monterey (the "City") create the MCTID; and

WHEREAS, a portion of the territory proposed to be included in the MCTID lies within the boundaries of the cities of Carmel-by-the-Sea, Del Rey Oaks, Marina, Pacific Grove, Salinas, Sand City, and Seaside, and the County of Monterey (the "cities and County"), as shown on the map attached hereto as Exhibit A and incorporated herein by such attachment; and

WHEREAS, the area of the cities and County which lies within the boundaries of the proposed MCTID will, in the opinion of the Council, be benefited by the improvements and activities, and the purpose sought to be accomplished by the work can best be accomplished by a single comprehensive scheme of work;

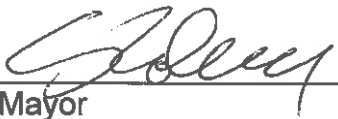
NOW, THEREFORE, be it resolved by the City Council of the City of Monterey that:

1. The above recitals are true and correct.
2. Consent of the cities and County, through their City Councils and Board of Supervisors, is hereby requested to create the MCTID, and to grant to the Council jurisdiction for all the purposes in connection with creation, operation, and future renewals of the proposed MCTID.

3. The City Clerk is hereby directed to transmit a certified copy of this Resolution to the City Clerk of the cities of Carmel-by-the-Sea, Del Rey Oaks, Marina, Pacific Grove, Salinas, Sand City, and Seaside, and the Clerk of the Board of the County of Monterey.

ON MOTION duly made, seconded, and carried the foregoing resolution was passed and adopted by the City Council of the City of Monterey, State of California, this 21st day of August, 2018, by the following vote:

AYES:	5	COUNCILMEMBERS:	Albert, Barrett, Haffa, Smith, Roberson
NOES:	0	COUNCILMEMBERS:	None
ABSENT:	0	COUNCILMEMBERS:	None
ABSTAIN:	0	COUNCILMEMBERS:	None

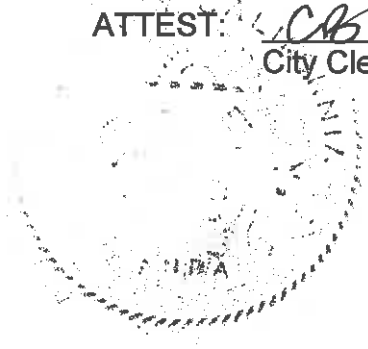


Mayor

(SEAL)

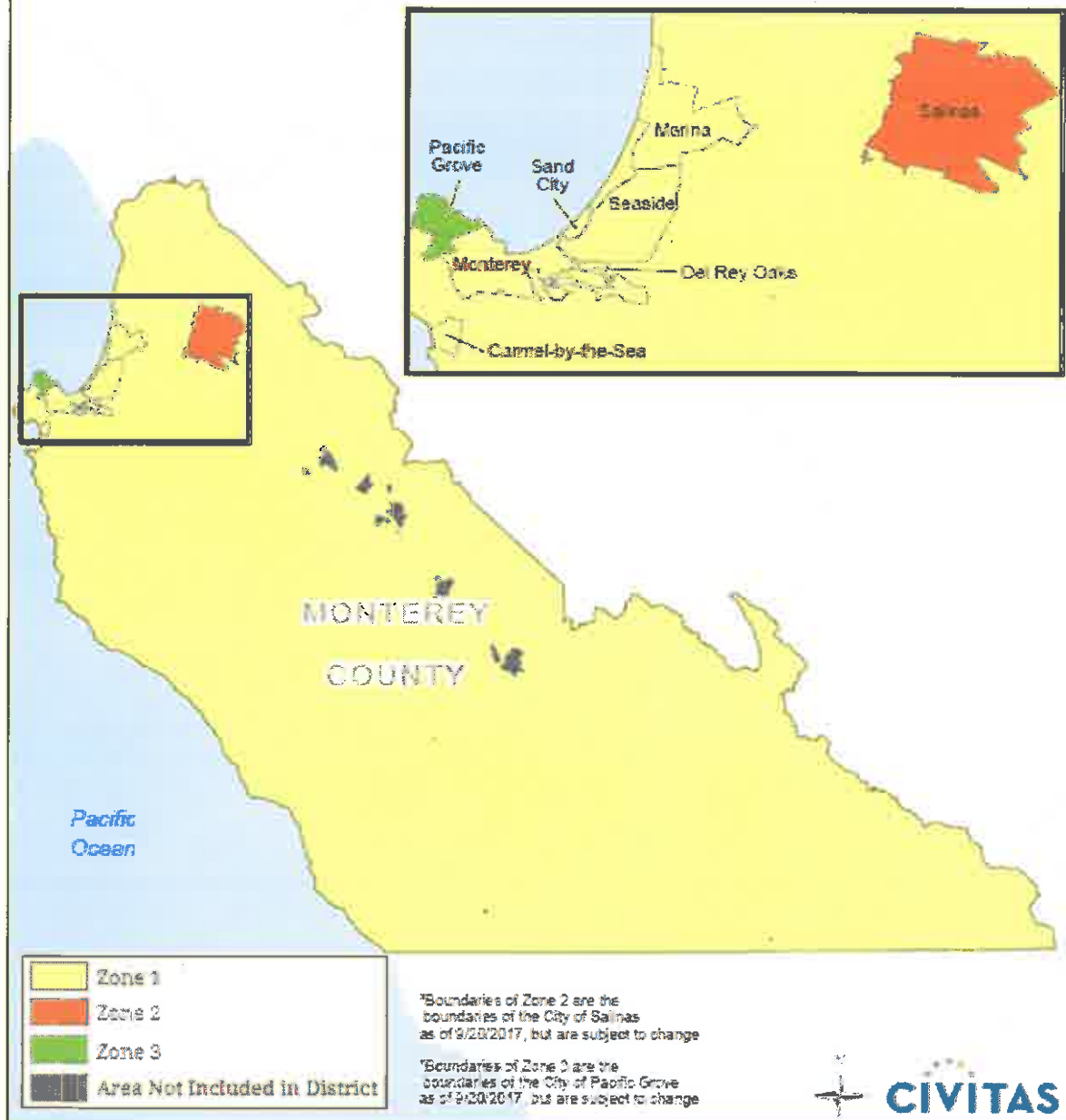
ATTEST: 

City Clerk



RESOLUTION
EXHIBIT A
District Boundaries

**Monterey County
Tourism Improvement District**





I, Clementine Bonner Klein, Acting City Clerk of the City of Monterey, County of Monterey, State of California, and ex-officio Clerk of the Council thereof, do hereby certify that the foregoing is a full, true and correct copy of Resolution No. 18-143 C.S. duly passed and adopted on the 21th day of August, 2018.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the City of Monterey this 23rd day of August, 2018.

(SEAL)

Acting City Clerk
City of Monterey



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 9.A.

TO: City Council

FROM: Craig Malin, City Manager

BY: Sharon Mikesell, Administrative Analyst

DATE: September 20, 2018

**SUBJECT: SUBMISSION OF THE 2017-2018 COMMUNITY DEVELOPMENT
BLOCK GRANT CONSOLIDATED PERFORMANCE AND
EVALUATION REPORT (CAPER) TO THE DEPARTMENT OF
HOUSING AND URBAN DEVELOPMENT**

PURPOSE & RECOMMENDATION

The purpose of this item is for the City Council to receive the Consolidated Annual Performance Report (CAPER) for the City's Community Development Block Grant (CDBG) for Program Year 2017-2018 and to hear public comment prior to its submittal to the US Department of Housing and Urban Development (HUD). The CAPER must be received by HUD no later than September 30, 2018.

BACKGROUND

The CAPER is a performance report mandated by HUD for all entitlement agencies that receive CDBG funds. The CAPER allows HUD, local officials and the public an opportunity to assess the City's overall CDBG program performance during the preceding year.

During fiscal year 2017-2018, the City of Seaside's CDBG funding assisted five public service agencies, two non-profit subrecipients performed capital improvements to facilities and the City of Seaside moved forward with completion of additional accessibility improvements to the Seaside Library and began accessibility improvements at Cutino Park.

In compliance with HUD's required fifteen (15) day public review of the CAPER, prior to submission, a public notice in both English and Spanish was published on August 30, 2018 in the Monterey County Weekly, inviting the public to view the document. The CAPER was available on the City website, the Seaside branch library, the Seaside Fire Station, Oldemeyer Center and the Seaside City Hall customer service counter and at Seaside Creates at 656 Broadway.

Public participation in the CDBG program process is led by the Community Development Advisory Committee, meeting monthly at the Oldemeyer Center and monitoring many aspects of the program including, the progress of the program nationally as well as regionally with HUD's Analysis of Impediments requirement and local needs including selection and monitoring of subrecipient activities and projects.

FISCAL IMPACT

There is no fiscal impact to the General Fund. This item reflects the positive benefit associated with CDBG program funding.

ATTACHMENTS

1. Draft CAPER for Public Comment
 2. CAPER Proof of Publication page
-

Reviewed for Submission to the
City Council by:



Craig Malin, City Manager



SEASIDE CALIFORNIA

2017-2018

Consolidated Annual Performance and Evaluation Report (CAPER)

City of Seaside
Monterey County, CA
September 2018

DRAFT

This document is a review of the Community Development Block Grant activities undertaken by the City of Seaside during Fiscal Year 2017-2018 and is required to be submitted to the US Department of Housing and Urban Development (HUD) on or before September 30, 2018

CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)

During FY 2017-2018 CDBG funding was utilized for four capital improvement projects: energy efficiency upgrades were completed at the Boys and Girls Clubhouse, all single pane windows were replaced with energy efficient windows at the Community Human Services, Genesis House substance abuse treatment facility as well as the City of Seaside's second and third phases of ADA improvements to the Seaside Library were completed and ADA improvements at Cutino Park were started (will carry over into 2018-2019 for completion). Five public service subrecipients received CDBG funding for transitional housing program (Salvation Army of the Monterey Peninsula), comprehensive youth enrichment programs (Girls, Inc. of the Central Coast, The Village Project and Community Partnership for Youth) and legal assistance for our senior population (Legal Services for Seniors).

In 2012, the Community Development Advisory Committee (CDAC) was formed as part of the City's Citizen Participation Plan. The CDAC has regularly scheduled monthly meetings, and is an active and viable part of the planning and management for CDBG funds. The CDAC provides valuable feedback to staff and ensures citizen participation. The CDAC held the annual community assessment workshop on September 20, 2017, to review CDBG program accomplishments and discuss program performance and needs. This was the second year of a two year program cycle, applications were received and reviewed for grantee's projects for 2019-2020 during this fiscal year (two subrecipient projects and five public service subrecipient programs were already approved by the CDAC for 2017-2018). The application process for the 2018-2020 two year application cycle saw a record number of applicants for both public services and activity/project funding.

Staff provided guidance and assistance to public service providers in the form of improving the collection of data on persons served and documenting services provided. Staff has implemented tracking of grant budgets and expenditures within City accounting systems that mirror the Integrated Disbursement and Information System (IDIS) and are regularly reconciled to IDIS. Staff provides quarterly reports to the CDAC that describe program progress.

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.

Table 1 - Accomplishments - Program Year

Goal	Category	Funding	Outcome				
Construct or Upgrade Public Facilities	Non-Housing Community Development		Indicator	Expected	Actual	Unit of Measure	Percent complete
			Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	1200	823	Persons Assisted	68.58 %
			Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	130	128	Households Assisted	98.46 %
Enhance Access to Social Services	Homeless Non-Housing Community Development		Indicator	Expected	Actual	Unit of Measure	Percent complete
			Public service activities other than Low/Moderate Income Housing Benefit	702	872	Persons Assisted	124.22 %
			Public service activities for Low/Moderate Income Housing Benefit	38	0	Households Assisted	0.00 %
Improve Accessibility for Persons w/ Disabilities	Non-Housing Community Development		Indicator	Expected	Actual	Unit of Measure	Percent complete
			Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	951	500	Persons Assisted	52.58 %

DRAFT

Goal	Category	Funding		Outcome					
Address Blight and Nuisance	Affordable Housing Non-Housing Community Development			Indicator		Expected	Actual	Unit of Measure	Percent complete
				Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit		500	0	Persons Assisted	0.00%
				Facade treatment/business building rehabilitation		10	0	Business	0.00%
Construct or Upgrade Public Facilities	Non-Housing Community Development	Source	Amount	Indicator		Expected	Actual	Unit of Measure	Percent complete
		CDBG	\$648,458.00	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit		2500	951	Persons Assisted	38.04%
				Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit		0	0	Households Assisted	0%
Enhance Access to Social Services	Homeless Non-Housing Community Development	Source	Amount	Indicator		Expected	Actual	Unit of Measure	Percent complete
		CDBG	\$182,693.00	Public service activities other than Low/Moderate Income Housing Benefit		6625	977	Persons Assisted	14.75%
				Public service activities for Low/Moderate Income Housing Benefit		0	0	Households Assisted	0%
Improve Accessibility for Persons w/ Disabilities	Non-Housing Community Development	Source	Amount	Indicator		Expected	Actual	Unit of Measure	Percent complete
		CDBG	\$344,181.00	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit		5000	500	Persons Assisted	10.00%
Provide Quality Infrastructure	Non-Housing Community Development	Source	Amount	Indicator		Expected	Actual	Unit of Measure	Percent complete
		CDBG	\$1,359,272.00	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit		52500	0	Persons Assisted	0.00%
Rehabilitate Existing Housing	Affordable Housing			Indicator		Expected	Actual	Unit of Measure	Percent complete
				Homeowner Housing Rehabilitated		15	0	Household Housing Unit	0.00%

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

Assess how the jurisdiction's use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

As an entitlement grantee for the US Department of Housing and Urban Development (HUD) formula CDBG program, the City of Seaside is required to prepare a CAPER to analyze and summarize program accomplishments of the preceding program year.

This CAPER assesses the City's progress toward completing activities identified in the 2017-2018 Action Plan, which covers the period from July 1, 2017, through June 30, 2018. The CAPER also reports progress in meeting overall five-year Consolidated Plan goals and priorities (July 1, 2015-

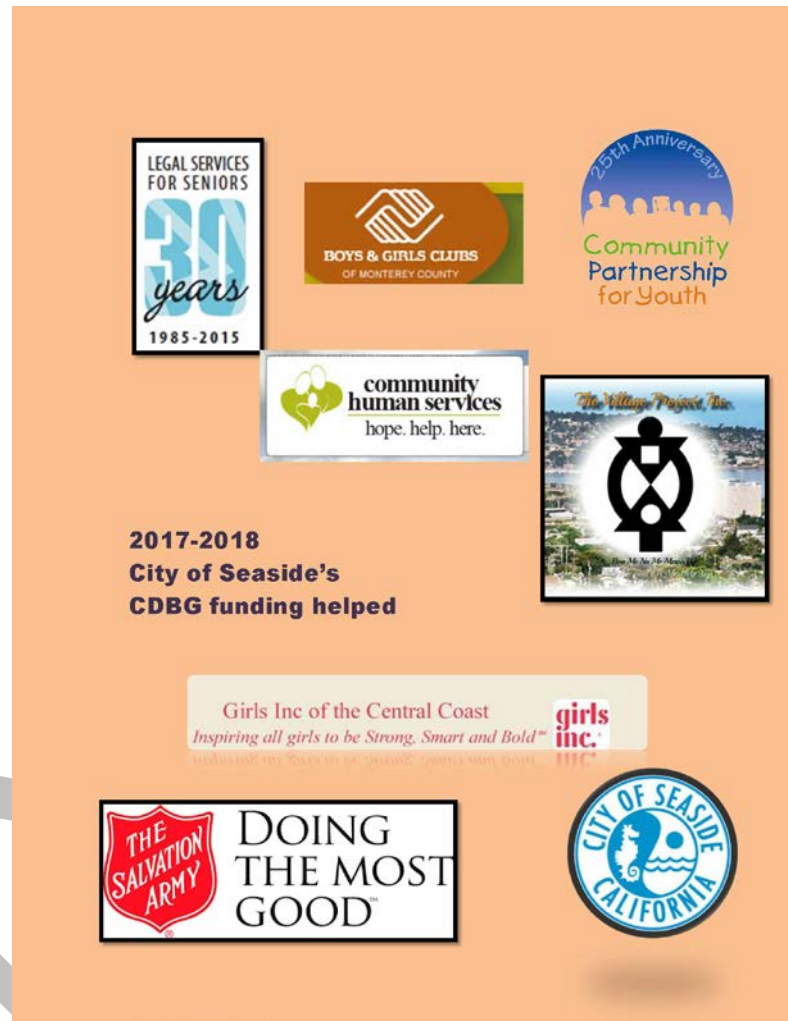
June 30, 2020), and identifies areas for improvement as a result of annual self-evaluations and HUD performance reviews.

Since 1975, the City of Seaside has been an entitlement recipient of CDBG funds. In 2017-2018, the City completed Section 108 loan repayments. The City of Seaside thoughtfully allocates the limited grant funding to be as inclusive as possible to the requests received.

During 2017-2018, in accordance with the City's Citizen Participation Plan, the limited amount of CDBG funds available were allocated to a variety of public service activities critical needs of low income youth (after school programs and counseling), seniors (legal services), facility improvements to a residential substance abuse recovery facility and to the Boys and Girls Club's Clubhouse. Accessibility improvements to the Seaside library were carried over from the previous year because the project included concrete work to the front entrance. Construction work was scheduled for the December shutdown period to minimize impact to Library operations. The numbers used in this section utilize the actual reporting of the subrecipients and estimated LMC library clientele. CDBG funding is also being utilized for ADA improvements to one of the City's most used parks for team sports, Cutino park with that project still underway.



Community Workshop 9-20-17



2017-2017 Seaside CDBG Funding

CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted).

91.520(a)

Table 2 – Table of assistance to racial and ethnic populations by source of funds

Narrative

The City of Seaside has been able to assist close to one thousand people through the CDBG program during 2017-2018. There is a significant mix of racial and ethnic families assisted by the program with a majority noted as Hispanic.

DRAFT

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	CDBG	510,868	479,638
HOME	HOME		
HOPWA	HOPWA		
ESG	ESG		
Other	Other		

Table 3 - Resources Made Available

Narrative

During Fiscal Year 2017-2018, the City of Seaside's entitlement award was \$363,989, Program Income from the ground lease at Embassy Suites was slightly over one-hundred thousand dollars and there was an unexpected payment on a deferred loan that added to the program income. There were some funds carried forward from projects that were underway from previous year's funding, but not yet completed at the close of 2016-2017. See the PR 26 and PR 5 Activity Summary by Selected Grant report in the appendices for a breakdown of grant funds and drawn amounts.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Seaside	100%	100%	See below

Table 4 – Identify the geographic distribution and location of investments

Narrative

The CDBG program had obligatory expenditures of \$15,218 as the final payment to the Section 108 Loan. \$93,418 was allocated for program administration (20% per HUD cap) and this amount includes the City's participation in the joint analysis of impediments activities with the other HUD funded recipients in Monterey County. \$76,630 was allocated and fully spent for public services.

The City provided public services on a citywide basis. During 2017-2018, Boys and Girls Club completed the installation of skylights, locks and windows as energy efficiency improvements their clubhouse on LaSalle Avenue. Funding for a complete upgrade of energy efficiency windows for Community Human Services' Genesis House finished construction. and the 2016-2017 project by Community Human Services to fund kitchen upgrades was completed in the late summer of 2017.

Substantial Amendment #1 in the 2015-2016 year reallocated funds previously allocated for Seaside Library roof replacement (found to be ineligible) to an additional phase of Seaside Library accessibility improvements. The first set of CDBG funded improvements, including a new accessibility ramp for the main entrance was funded in 2014-2015. The amendment was approved by the City Council in April 2016 and submitted to HUD. The substantial amendment was approved in 2016-2017 by HUD. In order to coordinate with the library staff for minimal disruption, the construction on the library accessibility improvements started construction in December 2017 and was completed in early 2018. A new City of Seaside project for accessibility improvements for Cutino Park began during 2017-2018 and will carry over for expected completion during 2018-2019.

Five public service agencies received CDBG funding from the City of Seaside: Community Partnership for Youth, Girls, Inc. of the Central Coast, The Salvation Army (for transitional housing admin expenses), Legal Services for Seniors and The Village Project. The complete year end reports from these agencies are attached to this CAPER report.

Leveraging

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

The City of Seaside's CDBG Program Policies and Procedures requires entities applying for CDBG program funds to identify leveraging resources and contributions of matching funds for all proposed projects, programs and activities as part of their CDBG funding application reviewed by the Community Development Advisory Committee during the process in accordance with the City of Seaside Citizen Participation Plan.

CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	0	0
Number of Non-Homeless households to be provided affordable housing units	0	0
Number of Special-Needs households to be provided affordable housing units	0	0
Total	0	0

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	0	0
Number of households supported through Acquisition of Existing Units	0	0
Total	0	0

Table 6 – Number of Households Supported

Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

The Community and Economic Development Services staff is responsible for the administration of the (now inactive) housing rehabilitation program, along with the administration of public service activities and project oversight. Staff is charged with the continuing responsibility to forge new partnerships with other public agencies at the federal, state, and local level as well as with private housing developers and nonprofit organizations. The successes of many strategies and objectives detailed within the CAPER are the result of energy and creative efforts.

The City works regularly with the U.S. Department of Housing and Urban Development's programs to help meet its housing and community development priorities. Additionally, the City works closely with a diverse group of nonprofit organizations to provide CDBG public service subrecipient funding. .

The City's affordable housing efforts have centered on implementing a modified housing rehabilitation program that focuses on assistance to the city's low- to moderate-income residents. The City previously contracted with Rebuilding Together Monterey/Salinas (RTMS), a nonprofit organization, to implement a residential façade improvement program., RTMS identified several homes as potential projects. Two projects were completed in 2013–14. The contract for funding RTMS expired in June 2014. Subsequently, creative partnerships have and will continue to yield the City access to resources, which may not otherwise be available. The City of Seaside did not obtain any other grant funding sources for housing activities in 2016-2017.

Discuss how these outcomes will impact future annual action plans.

Seaside will be continuing its association with the regional agencies and their projects, which include services serving Seaside. The primary public organization for affordable housing and supportive services in the City and County is the Housing Authority of Monterey County, a public housing authority whose mission is to develop and operate affordable public housing and implement supportive programs. The Housing Authority manages the Section 8 Housing and Family Self-Sufficiency Programs, essential to meet the City of Seaside's low income housing needs. The Housing Authority partners with a broad spectrum of community non-profits, city and county agencies, and state organizations to address affordable housing and housing shortage issues.

The capital development authority for the Monterey County Housing Authority is the Housing Authority Development Corporation. The Development Corporation works with a broad network of partners to facilitate local zoning agreements and finance affordable housing projects.

The City has always been concerned about poverty and has recognized the need of its citizens to live in safe and sanitary housing in decent neighborhoods. The City's first three redevelopment projects

Noche Buena, Del Monte Heights, and Hannon redevelopment projects, were exclusively residential projects providing decent housing in an urban environment.

In prior years, the City of Seaside was able to rely on funding from the Redevelopment Agency to construct and support housing programs including housing rehabilitation, down payment assistance and emergency repairs. Because redevelopment agencies were dissolved by the State of California, this funding is no longer available. Without the support provided by redevelopment, and specifically without housing set-aside funds, funding for housing programs is very limited. Moving forward, the City will focus on the highest priority needs with the limited funds available.

Seaside is looking forward to using CDBG funding to assist DelMonte Manor in 2018-2019 for playground installation and security upgrades.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	0	0
Low-income	0	0
Moderate-income	0	0
Total	0	0

Table 7 – Number of Households Served

Narrative Information

Seaside is not a participant in HOME funding. Seaside is sensitive to the needs of residents with physical disabilities. Even though the City is not currently funding affordable housing activity, the Community Development Advisory Committee has noted that accessibility issues are important to receive project funding priority. Accessibility to the Seaside library is also of primary importance as the library provides a variety of services including internet access to persons of limited income and the homeless who may have "worst case needs" Project funding for Community Human Services' Genesis House substance abuse housing and the Boys and Girls club has also helped provide services to their targeted L/M income and L/M limited clientele populations, which include homeless individuals. Public service funding was provided to the Salvation Army for administration of their transitional housing program in Seaside.

The Housing Authority joined in an MOU executed April 27, 2017 with the County of Monterey as well as the Cities of Salinas, Seaside and Monterey to jointly prepare an Assessment of Fair Housing which has subsequently transitioned to an Analysis of Impediments per HUD directive. The AI is scheduled to be completed prior to processing the next round of Consolidated Plans. The City of Seaside continues to participate in regional discussions including the CDAC hosting a Partner Forum on May 16, 2018 to discuss housing challenges.

CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The primary nonprofit organization for homeless support in Monterey and San Benito counties is the Coalition of Homeless Services Providers, a coalition of 11 service provider agencies for homeless persons, persons with AIDS/HIV, and other persons with special needs. The Coalition is the County's designated Continuum of Care (CoC) Coordinator.

A census of local homeless is conducted every two years. The most recent census was conducted in Monterey County on January 24, 2017. A survey was administered to 654 unsheltered and sheltered homeless individuals. The executive summary is attached.

The City of Seaside has created a committee during 2017-2018 to concentrate Homelessness issues.

MONTEREY COUNTY

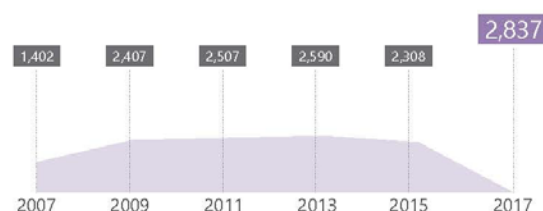
2017 HOMELESS CENSUS & SURVEY

EXECUTIVE SUMMARY

Every two years, during the last 10 days of January, communities across the country conduct comprehensive counts of the local homeless populations in order to measure the prevalence of homelessness in each local Continuum of Care.

The 2017 Monterey County Point-in-Time Count was a community-wide effort conducted on January 24, 2017. In the weeks following the street count, a survey was administered to 654 unsheltered and sheltered homeless individuals, in order to profile their experience and characteristics.

Census Population: Longitudinal Trend



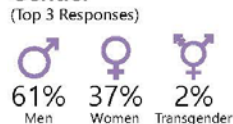
2017 Sheltered/Unsheltered Population



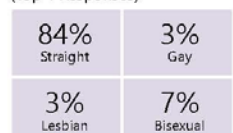
Age



Gender



Sexual Orientation



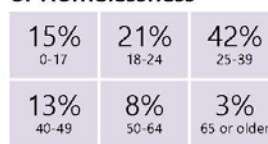
Race/Ethnicity



First Homelessness Episode



Age at First Episode of Homelessness



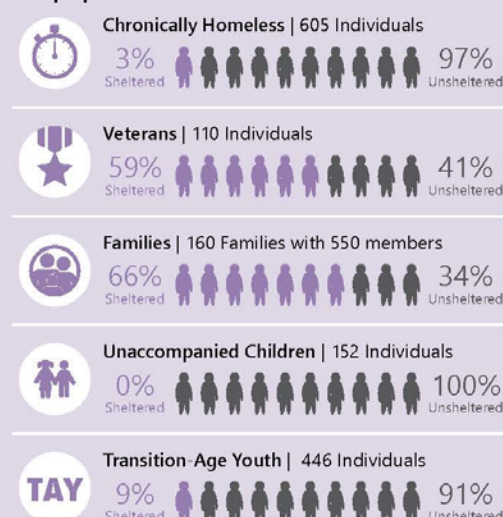
Parents With Children Under Age 18



Foster Care



Subpopulation Data*



Residence Prior to Homelessness



Length of Time in Monterey County





Screenshot of Homeless Committee webpage

Addressing the emergency shelter and transitional housing needs of homeless persons

The Coalition of Homeless Services Providers reviewed applications which represented transitional housing programs, rental assistance programs and permanent housing programs. The Coalition identified application deficiencies and worked with applicants to perform corrective action to ensure proposals met HUD guidelines and thresholds. The Coalition received and validated documentation of Certification of Consistency with Consolidated Plans and as submitted by various jurisdictions. The Coalition worked extensively with the regional HUD field office to transfer a permanent housing program from an agency going out of business to another homeless service agency. Contract transfer was found to be a complicated and time consuming activity.

Technical assistance from HUD helped the continuum assess current homeless program inventory, examine Housing First models and position the community to implement Coordinated Entry. The Coalition worked with HPRP Committee and Supportive Services for Veterans Families (SSVF) grantees to implement a manual pilot Coordinated Entry system.

Like most agencies around the nation, our community lacks the resources needed to meet all of the

needs of people experiencing homelessness. Coordinated Entry will help prioritize assistance based upon vulnerability and severity of service needs to ensure that people who need assistance the most can receive it in a timely manner.

DRAFT

**Certification of Consistency
with the Consolidated Plan****U.S. Department of Housing
and Urban Development**

I certify that the proposed activities/projects in the application are consistent with the jurisdiction's current, approved Consolidated Plan.
(Type or clearly print the following information:)

Applicant Name: Salinas/Monterey, Sn Benito Counties CoC CA-506

Project Name: Multiple Projects (see attached list)

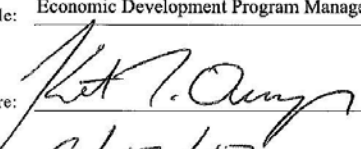
Location of the Project: Projects provide services county-wide

Name of the Federal
Program to which the
applicant is applying: U.S. Department of HUD, Continuum of Care Program

Name of
Certifying Jurisdiction: City of Seaside

Certifying Official
of the Jurisdiction
Name: Kurt Overmeyer

Title: Economic Development Program Manager

Signature: 

Date: 8/17/17

Certification of Housing Authority consistency with CON Plan

CAPER

16

**Certification by State or Local
Official of PHA Plans Consistency
with the Consolidated Plan or
State Consolidated Plan
(All PHAs)**

U. S Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires 2/29/2016

**Certification by State or Local Official of PHA Plans
Consistency with the Consolidated Plan or State Consolidated Plan**

I, Sharon mikesell, the Administrative Analyst
Official's Name *Official's Title*

certify that the 5-Year PHA Plan and/or Annual PHA Plan of the

Housing Authority of the County of Monterey
PHA Name

is consistent with the Consolidated Plan or State Consolidated Plan and the Analysis of

Impediments (AI) to Fair Housing Choice of the

City of Seaside
Local Jurisdiction Name

pursuant to 24 CFR Part 91.

Provide a description of how the PHA Plan is consistent with the Consolidated Plan or State Consolidated Plan and the AI.

all statements are consistent with City of
Seaside's consolidated plan

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official <u>Sharon mikesell</u>	Title <u>Administrative Analyst</u>
Signature <u>Sharon Mikesell</u>	Date <u>march 6, 2017</u>

Certification of Salinas Monterey, San Benito Counties CoC CA-506 Consistency

Helping low-income individuals and families avoid becoming homeless, especially extremely

low-income individuals and families and those who are: likely to become homeless after 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); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

The City of Seaside certified that The Coalition of Homeless Services Providers' application to HUD's Homeless Assistance Programs for 2017 was consistent with Seaside's Consolidated Plan: New Projects (through Bonus) Mid Pen Housing permanent supportive housing Soledad Street (81 units in Salinas). Renewal projects with Community Human Services transitional housing program Safe Passages located in Monterey (available County-wide), Community Homeless Solutions, aka Shelter Outreach Plus, 3 transitional programs located in Marina and available Countywide--Homeward Bound ,MOST/Lexington Court, Men in Transition and Caza De Paz (HIV/AIDS housing assistance); Housing Authority of Monterey County , renewal funding for Pueblo Del Mar in Marina with Countywide availability. Interim, Inc.'s three permanent housing support programs, MCHOPE, Shelter Plus Care and Sandy Shores (all available countywide. San Benito Health and Human Services renewal funding for Helping Hands apartments scattered through San Benito County and the Veterans Transition Center's Coming Home transitional housing for Veterans in both Monterey and San Benito Counties. CA-506 Planning Grant focuses on HEARTH Act priorities.

The Salvation Army's transitional housing programs in Seaside were a public services CDBG subrecipient during 2017-2018. Their year end report and subrecipient monitoring report is attached to this CAPER document.

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

CDBG funding during 2017-2018 was used to replace all the single pane windows at Community Human Services' Genesis House residential facility (substance abuse transitional housing) improving the transitional living conditions for its residents by increasing the energy efficiency.



CDBG Funds used to replace windows at Genesis House/Community Human Services

DRY

CR-30 - Public Housing 91.220(h); 91.320(j)

Actions taken to address the needs of public housing

City staff is charged with the continuing responsibility to forge new partnerships with other public agencies at the federal, state, and local level as well as with private housing developers and nonprofit organizations. The successes of many strategies and objectives detailed within the CAPER are the result of the energy and creative efforts of these staff members. Seaside works regularly with the U.S. Department of Housing and Urban Development's programs to help meet its housing and community development priorities. Additionally, the City works closely with a variety nonprofit organizations through CSBG public service activity funding. The Seaside Police Department has volunteered frequently to assist the Del Monte Manor residents create an updated recreational area for their residents.

As available funding decreased, Seaside's affordable housing efforts centered on implementing a modified housing rehabilitation program focused on assistance to the city's low- to moderate-income residents. Rebuilding Together Monterey/Salinas (RTMS), a nonprofit organization, was contracted to implement a residential façade improvement program. RTMS identified several homes as potential projects. The contract for funding with RTMS expired in June 2014. Creative partnerships have and will continue to yield the City access to resources, which may not otherwise be available. The City of Seaside did not obtain any other grant funding sources for housing activities in 2017-2018.



Seaside Fire&Police @Seaside_Safety · Jun 18

Fast Break: Seaside Police Department staff (personally) paid for and put together a new basketball hoop for the kids at Del Monte Manor. The kids were stoked! Play hard, kids.



1 2 9

Police providing basketball hoop for Del Monte Manor

Actions taken to encourage public housing residents to become more involved in management and participate in homeownership

The City's Housing Element is part of the General Plan Update currently in process. Many meetings have been and will be continue to be scheduled during the course of the General Plan Update process. During the 2017-2018 time period covered by this document, Seaside's updated Housing Element was submitted to the State of California Housing and Community Development for Review.

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 and parenting skills.

Actions taken to provide assistance to troubled PHAs

The Housing Authority of Monterey County (HAMC) is a public housing authority whose mission is to develop and operate affordable public housing and implement supportive programs. HAMC is the primary public organization for affordable housing and supportive services in the area and manages the Section 8 Housing and Family Self-Sufficiency Programs. Both programs are essential to meeting the City of Seaside's low income housing needs. The Housing Authority partners with a broad spectrum of community non-profits, city and county agencies as well as state organizations to address affordable housing and housing shortage issues.

The capital development authority for the Monterey County Housing Authority is the Housing Authority Development Corporation which relies upon a broad network of partners to complete all of its developments. The Development Corporation works to facilitate local zoning agreements and finance affordable housing projects.

The City's first three redevelopment projects, Noche Buena, Del Monte Heights, and Hannon redevelopment projects, were exclusively residential projects providing decent housing in an urban environment. Seaside residents are concerned about poverty and the City of Seaside has recognized the need for its citizens to live in safe and sanitary neighborhood housing.

In prior years, the City of Seaside was able to rely on funding from the Redevelopment Agency to construct and support housing programs including housing rehabilitation, down payment assistance and emergency repairs. Because redevelopment agencies were dissolved, this funding is no longer available. Without the support provided by redevelopment, and specifically without housing set-aside funds, funding for housing programs is very limited. Moving forward, the City will focus on the highest priority needs with the limited funds available.

The City has not directly received any housing discrimination complaints in 2017-2018 nor has it received court orders or HUD-imposed or state-imposed sanctions affecting the provisions of fair housing laws. The City's priorities in affirmatively furthering fair housing and the analysis of impediments remain focused on educating the general public on fair housing issues and policies to keep individuals aware of their rights and remedies under state and federal laws, and keeping housing providers and real estate persons knowledgeable on housing discriminatory practices and consequences. Seaside did not allocate CDBG funds to directly to housing activities. As a result of the lack of resources available to the City, and the lack of staffing to oversee or implement housing programs, there are no non-CDBG housing activities to report.

Likewise, Seaside took no actions to produce affordable housing (for special needs or otherwise) through activities that provide rental assistance, the production of new units, the rehabilitation of existing units, or the acquisition of existing units. There are no such actions to report during 2017-2018. However, it should be noted that the upcoming institution of short term rentals will establish funding for the future. A transient occupancy tax to begin in the second half of 2018 requires 50% of

the funds generated to go into a dedicated fund to assist affordable housing programs and activities with the direction of the City Council.

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken 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. 91.220 (j); 91.320 (i)

The city of Seaside is in the process of updating the General Plan and conducted community workshops, task force meetings, bi-weekly staff meetings and City Advisory team meetings as needed. As a result of the updating process, Zoning ordinance changes and review of all policies and procedures will be necessary to determine items that should be updated, removed or otherwise amended. During 2017-2018, General Plan update activities included a public comment period for the draft document and preparation of the EIR document.

Every year, the CDAC hosts a Community Needs Workshop in September to get community feedback. The feedback is helpful not only for the Annual Action Plan, but is also a good indicator of community perception of the quality of life.

TALLER DE CDBG SOBRE LA EVALUACIÓN DE NECESIDADES DE LA COMUNIDAD

El Comité Consultivo de Desarrollo Comunitario de la Ciudad de Seaside le invita al taller comunitario anual de planificación para el Programa de Subsidios Globales para el Desarrollo Comunitario (CDBG).

Fecha: **MIÉRCOLES,
20 DE SEPTIEMBRE, 2017**

Hora: **6:30 PM**

Lugar: **OLDEMEYER CENTER
BLACKHORSE ROOM
986 HILBY AVENUE**

Se les invita a todos los ciudadanos y agencias interesadas a asistir.

EN ESTE TALLER, VAMOS A:

- Analizar los usos elegibles de los fondos de CDBG.
- Describir el proceso de planificación anual.
- Describir los usos en años anteriores.
- Explicar las necesidades prioritarias de cinco-años.
- Establecer las necesidades prioritarias que dirigirán los fondos CDBG del 2018–19 y 2019–2020.

Fondos del programa de CDBG son proporcionados a la Ciudad a través del Departamento de Vivienda y Desarrollo Urbano (HUD).

Este taller forma parte del proceso de planificación anual de fondos CDBG.



¡ Venga a ayudarle a su Ciudad a planear para el futuro!



En cumplimiento con la Ley de Estadounidenses con Discapacidades (Americans with Disabilities Act, ADA, en inglés), la Ciudad de Seaside no discrimina contra las personas con discapacidad y es una instalación accesible. Cualquier persona con una discapacidad que requiera una modificación o adaptación para poder participar en este taller se le pide que se ponga en contacto con la oficina de la Secretaría de la Ciudad al lmilton@ci.seaside.ca.us o 899-6707, no menos de dos días hábiles de anticipación a la sesión para dar tiempo a hacer arreglos razonables. Escrituras relacionadas con el programa o documentos aportados al Comité Consultivo de Desarrollo Comunitario están disponibles para inspección del público durante la reunión, o pueden ser solicitados por la oficina de Secretaría de la Ciudad.

Si desea obtener más información acerca del taller, por favor póngase en contacto con Sharon Mikesell al 831-899-6734 o vía correo electrónico a SMikesell@ci.seaside.ca.us.

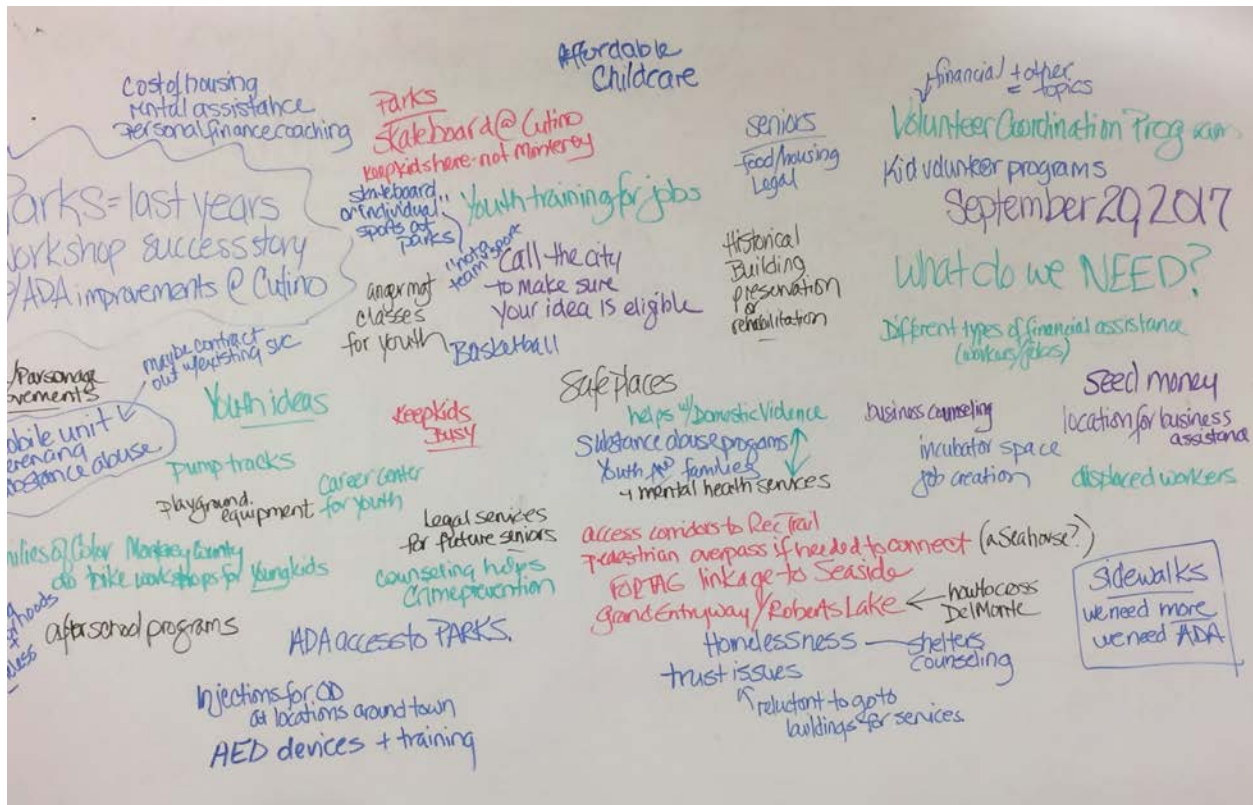
City of Seaside, 440 Harcourt Ave, Seaside, CA 93955 www.ci.seaside.ca.us

Community workshop flyer in Spanish

Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)

The Community Development Advisory Committee hosted it's annual Community Needs Workshop on September 20, 2017 which included a brainstorming session including the topics of what do we have? What do we need? What are our problems? Are these things that can be addressed? The feedback shaped the Annual Action plan and also was used to encourage neighborhood groups to start their own efforts for projects that may or may not eventually receive CDBG funds.

The CDAC hosted a community partner workshop in May 2018 as part of the Monterey County joint agency Analysis of Impediments being prepared by the Cities of Salinas, Monterey and Seaside, Monterey County (urban county) and the Housing Authority of Monterey County. Seaside also provided a link on the city website to a online survey as Veronica Tam and Associates launched an online survey to collect input from residents and stakeholders on fair housing and discrimination in November 2017. The survey remained open for approximately seven months until June 2018, collecting a total of 419 responses. The online survey provided stakeholders who might not participate in a traditional workshop or intercept event with an opportunity to share their concerns, experiences and needs on their own time. The results of the online survey will be available in August 2018.



Brainstorming Board 9-20-2017

Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)

The City did not conduct any activities for which lead-based paint clearance was necessary in 2015-2016.

However, the City does conduct a visual assessment to identify lead-based paint hazards when necessary and contracts with certified lead-based paint inspectors as required by state law. The brochure published by the US Environmental Protection Agency entitled "Protect Your Family from Lead in Your Home" is linked on the City website. This brochure is also available at the Seaside Library. The brochure and others are available on the US EPA website <https://www.epa.gov/lead/documents-and-outreach-materials>.

The City encourages contractors for CDBG project to use Section 3 contractors and/or employees. All subrecipients undertaking construction projects are encouraged to specifically invite Disadvantaged Business Enterprises (including women owned) to bid.



Protect Your Family From Lead in Your Home



September 2013

EPA Lead Paint Brochure linked on Seaside Website

Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

During the program year, the City worked with several organizations that focus on increasing self-sufficiency among lower-income populations. These organizations included the Legal Services for Seniors, which provides a legal services pertaining to housing, health, and finances for elderly residents; drug rehabilitation provided by Community Human Services. Services to help youth start off on the right path include Community Partnership for Youth, The Village Project and Girls, Inc. Transitional housing, including financial counseling and homework assistance stations for youth are available through the Salvation Army's Casa De Las Palmas site in Seaside. CDBG funded projects include Section 3 policies to help reduce the number of poverty level families as well.

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Peace Poles made by Community Partnership for Youth at Robert's Lake Park

Actions taken to develop institutional structure. 91.220(k); 91.320(j)

In 2012, the Community Development Advisory Committee (CDAC) was formed as part of the City's Citizen Participation Plan. The CDAC has regularly scheduled monthly meetings, and is an active and viable part of the planning and management for CDBG funds. The CDAC provides valuable feedback to staff and ensures citizen participation. The CDAC held the annual community assessment workshop on September 20, 2017, to review CDBG program accomplishments and discuss program performance. The CDAC prepared the City Council mandated annual Seaside Boards and Commissions report on time and was received successfully. The CDAC has experienced member turnover this year as one member declined to renew her appointed position and another moved outside of the City due to employment.

Seaside's CDBG program interest has dramatically increased. The two year application cycle for the 2018-2020 funds experienced a record number of applications. The CDAC received the applications for review in multiple binders in large boxes. The volume of paper applications was a factor involved with the City of Seaside's transition to a web-based CDBG reporting process starting in the summer of 2018.

Staff provided guidance and assistance to public service providers in the form of improving the collection of data on persons served and documenting services provided. Staff has implemented tracking of grant budgets and expenditures within City accounting systems that mirror the Integrated Disbursement and Information System (IDIS) and are regularly reconciled to IDIS. Staff provides quarterly reports to the CDAC that describe program progress.

The 2015-2020 Consolidated Plan and Annual Action plans since 2015-2016 were submitted to HUD using the IDIS system. This 2017-2018 CAPER is the third year that the City of Seaside has prepared the document entirely through the IDIS online process.



Community Development Advisory Committee, February 2018



Applications for 2018-2020 delivered to CDAC in January 2018

Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)

Housing and economic development/blight removal programs had to reinvent and restart after the loss of staff and redevelopment funding. The goals associated with those activity types have not kept pace. These programs have proven challenging to implement on a small scale with limited staffing.

The City had 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, non-homeless, and special needs households. Once again, during 2017-2018 loan monitoring of the recipients of CDBG home improvement loans issued in previous years were monitored for compliance in the program (residency, insurance, etc).

The City of Seaside is teaming up with the Housing Authority of Monterey County as well as the Cities of Salinas and Monterey and Monterey County on a joint Analysis of Impediments. The AI is scheduled for completion prior to our next Consolidated Plan.

Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)

The City is aligning with other agencies in Monterey County to proceed with Affirmatively Furthering Fair Housing requirements including public outreach and has entered into an MOU with Monterey County and the Cities of Salinas and Monterey as well as the Housing Authority of Monterey County to complete the task by the next writing of our Consolidated Plans.

The City displays fair housing materials at City Hall, and copies of these materials are free to the public. Fair housing information is sent free of charge to those who request it. In addition, the City promotes fair housing awareness in its housing programs and works with housing providers in the city to ensure the fair and equitable treatment of persons and households seeking housing in Seaside.

The City last updated its Fair Housing Plan on August 7, 2003. The City also makes available to the public at City Hall and Seaside Library copies of the HUD brochure entitled "Are You a Victim of Housing Discrimination?" that lists illegal housing discrimination actions under the Fair Housing Act and a complaint form for mailing to HUD Fair Housing Hub in San Francisco.

The primary public organization for affordable housing and supportive services in the City and County is the Housing Authority of Monterey County, a public housing authority whose mission is to develop and operate affordable public housing and implement supportive programs. The Housing Authority manages the Section 8 Housing and Family Self-Sufficiency Programs. Both programs are essential to meeting the

City of Seaside's low income housing needs. The Housing Authority partners with a broad spectrum of community non-profits, city and county agencies, and state organizations to address affordable housing and housing shortage issues.

The capital development authority for the Monterey County Housing Authority is the Housing Authority Development Corporation which relies upon a broad network of partners to complete all of its developments. The Development Corporation works to facilitate local zoning agreements and finance affordable housing projects.

The City has always been concerned about poverty and has recognized the need of its citizens to live in safe and sanitary housing in decent neighborhoods. The City's first three redevelopment projects, Noche Buena, Del Monte Heights, and Hannon redevelopment projects, were exclusively residential projects providing decent housing in an urban environment.

In prior years, the City of Seaside was able to rely on funding from the Redevelopment Agency to construct and support housing programs including housing rehabilitation, down payment assistance and emergency repairs. Because redevelopment agencies were dissolved, this funding is no longer available. Without the support provided by redevelopment, and specifically without housing set-aside funds, funding for housing programs is very limited. Moving forward, the City is earmarking funding from the upcoming implementation of short term rental transient occupancy tax to be used for affordable housing projects/programs.



What is Fair Housing? Join the Discussion!

**Are you a housing program administrator,
social service provider, community advocate
or housing developer in Monterey County?**

COME TO A PARTNER FORUM!

We want to learn from stakeholders across Monterey County about your community's experiences with housing discrimination and difficulties finding housing.

The Fair Housing Act protects people from discrimination when they are renting, buying, or securing financing for any housing. The law specifically covers discrimination because of race, color, national origin, religion, sex or disability.

Why is this important to you?
You can help us understand your community's needs and identify solutions to reduce housing discrimination.

How can you participate?

1. Come to one of our Partner Forums
2. Take our short online survey in English or Spanish:
www.surveymonkey.com/r/Monterey_AI

For more information: www.xxxxxxxx.com

Partner Forums are being conducted by the Cities of Monterey, Salinas and Seaside, and the Monterey Urban County (composed of the County unincorporated areas, along with the cities of Gonzales, Greenfield, and Sand City), as well as the Housing Authority of the County of Monterey.











**WEDNESDAY
MAY 16, 2018
6:30 – 8:30 pm
Oldemeyer Center,
Blackhorse Room
986 Hilby Avenue
Seaside, CA 93955**

**THURSDAY
MAY 17, 2018
6:30 – 8:30 pm
Maria J. Torres-Gil
Community Center
279 Calle Cebu
Salinas, CA 93901**

**Light refreshments
will be provided.**



We will provide reasonable accommodations toward the inclusion of all participants. We need at least five (5) business days to accommodate requests for language interpretation, translation and/or disability-related modifications including auxiliary aids. Please contact: Jamillah Jordan at: (510) 845-7549 or jamillahj@migcom.com to request assistance.

Fair Housing Partner Forum in Seaside



¿Qué es la Vivienda Justa? ¡Participe en la Discusión!

¿Es usted administrador de un programa de vivienda, proveedor de servicios sociales, defensor de la comunidad o desarrollador de vivienda en el condado de Monterey?

¡PARTICIPE EN UN FORO DE SOCIOS!

Queremos aprender de los socios de todo el Condado de Monterey sobre las experiencias de su comunidad con discriminación en la vivienda y las dificultades para encontrar una vivienda.

La **Ley de Vivienda Justa** protege a las personas contra discriminación cuando alquilan, compran o aseguran el financiamiento de cualquier vivienda. La ley cubre específicamente toda discriminación por motivos de raza, color, origen nacional, religión, sexo o discapacidad.

¿Porqué esto es importante para usted?

Usted puede ayudarnos a comprender las necesidades de su comunidad e identificar soluciones para reducir la discriminación en la vivienda.

¿Cómo usted puede participar?

1. Venga a uno de nuestros foros de socios
Cada foro tendrá el mismo formato y contenido.
2. Complete nuestra breve encuesta en línea en inglés o español: www.surveymonkey.com/r/Monterey_AI

Para más información: www.cityofsalinas.org/our-city-services/community-development

Los foros de socios están organizados por las ciudades de Monterey, Salinas y Seaside, y el condado urbano de Monterey (compuesto por las áreas no incorporadas del condado, junto con las ciudades de Gonzales, Greenfield y Sand City), y también la Autoridad de Vivienda del Condado de Monterey.



MIÉRCOLES
16 DE MAYO, 2018
6:30 – 8:30 pm
Oldemeyer Center,
Blackhorse Room
986 Hilby Avenue
Seaside, CA 93955

JUEVES
17 DE MAYO, 2018
6:30 – 8:30 pm
Maria J. Torres-Gil
Community Center
279 Calle Cebu
Salinas, CA 93901

Se servirá comida ligera.

Proporcionaremos adaptaciones razonables para la inclusión de todos los participantes. Necesitamos al menos cinco (5) días hábiles para satisfacer las solicitudes de interpretación de idiomas, traducción y / o modificaciones relacionadas con la discapacidad, incluyendo la ayuda auxiliar. Póngase en contacto con Jamillah Jordan al (510) 845-7549 o jamillahj@migoom.com para solicitar ayuda.

Spanish Version Seaside Fair Housing Forum



May 17, 2018 CDAC hosts Community Partner Forum

CR-40 - Monitoring 91.220 and 91.230

Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

City staff met with the subrecipient staff responsible for each activity prior to the beginning of the program year. All subrecipients were informed of the obligations to collect the required information on income, household composition, and race and ethnicity. The City also provided information on subrecipient agreement policies, data collection, and financial management. The City recommended that each subrecipient and the facilities project sponsors read the "Playing by the Rules" guide produced by HUD. Staff provided guidance and assistance to public service providers in the form of improving the collection of data on persons served and documenting services provided. Staff has implemented tracking of grant budgets and expenditures within City accounting systems that mirror IDIS and are regularly reconciled to IDIS. Staff provides quarterly reports to the CDAC that describe program progress.

Each quarter, staff examined the progress each subrecipient was making toward performance targets. Public services subrecipients must report their service population with each billing. Billings must be at least quarterly. Each subrecipient agreement contains provisions for reductions to or suspensions of payments in the event that targets are not being met (without valid reason) or when past performance issues have not been resolved.

The City has placed a strong emphasis on its subrecipients gathering complete and accurate information on the persons and/or households they serve, and regularly reporting on progress. Quarterly reports were reviewed by CDAC.

In response to HUD monitoring, the City revised its CDBG program manual to describe more specifically how it will monitor CDBG subrecipients and adopt a policy to regularly conduct on-site monitoring. During 2017-2018 Subrecipient Monitoring visits were conducted at the the Salvation Army's transitional housing units and The Village Project. The results are an attachment to this CAPER document.

Long term compliance with comprehensive planning requirements included establishing a partnership with neighboring agencies to complete upcoming Analysis of Impediments outreach requirements. An MOU has been entered between Monterey County and the Cities of Salinas, Seaside and Monterey as well as the Housing Authority of Monterey County, with the City of Salinas acting as lead agency. Salinas issued an RFP for consultant services for this undertaking with proposals due August 7, 2017. Veronica Tam and Associates In addition, outreach efforts involved with Seaside's general plan update processes, including the housing and economic development elements as well as the City of Seaside's outreach in conjunction with the Economic Opportunity Plan help to ensure compliance as

these activities address the topics of housing, homelessness and improving the quality of life for our residents. By including interactive activities during our outreach, the public has found that participating in the process can be fun! In addition, the general plan update process has included open houses and workshops reaching out to the Hispanic community with translation services available and to our lower income families by the provision of free childcare at many meetings and events.

Citizen Participation Plan 91.105(d); 91.115(d)

Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

The Community Development Advisory Committee holds regular meetings throughout the year on the 3rd Wednesday of each month in the Blackhorse Room at the Oldemeyer Community Center in Seaside. Special meetings are held as needed and are noticed on the city's website and various locations around the city. The CDAC receives quarterly reports on the status of CDBG expenditures and the progress of the Analysis of Impediments. The CDAC also received a report on the two subrecipients receiving monitoring visits prior to its inclusion in this CAPER.

The CDAC's recommendations to the City Council for the next cycle of funding was considered on April 5, 2018 and the Annual Action Plan for 2018-2019 had a public comment period including a Public Hearing on May 17, 2018 prior to the AAP submission to HUD.

This CAPER document has a public comment period including a Public Hearing on September 20, 2018 prior to submission to HUD by the September 30, 2018 deadline.



The Village Project's Student Garden-photo taken during site monitoring visit

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

The City of Seaside receives very limited CDBG funding. The City has expanded the boards and commissions and now includes both a Homeless and an Environmental Committee. Seaside has teamed with the other HUD funded jurisdictions in Monterey County to prepare an Analysis of Impediments for use when preparing the next Consolidated Plan. The two year funding cycle starting 2018-2019 and running through 2019-2020 includes a wide variety of subrecipients and projects as a record number of applications were received by the City for use of CDBG funds. Seaside's desire to be inclusive has shifted the program going forward to more agencies with smaller subrecipient awards, particularly in the public service category.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

No

[BEDI grantees] Describe accomplishments and program outcomes during the last year.

Not Applicable

DRAFT

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

The City of Seaside receives very limited CDBG funding. The City has expanded the boards and commissions and now includes both a Homeless and an Environmental Committee. Seaside has teamed with the other HUD funded jurisdictions in Monterey County to prepare an Analysis of Impediments for use when preparing the next Consolidated Plan. The two year funding cycle starting 2018-2019 and running through 2019-2020 includes a wide variety of subrecipients and projects as a record number of applications were received by the City for use of CDBG funds. Seaside's desire to be inclusive has shifted the program going forward to more agencies with smaller subrecipient awards, particularly in the public service category.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

No

[BEDI grantees] Describe accomplishments and program outcomes during the last year.

Not applicable

**2017-2018 Seaside Subrecipient Year End Accomplishments
(full reports)**

DRAFT



**2017-2018
City of Seaside's
CDBG funding helped
Public Service Recipients**







**City of Seaside
Community Development Block Grant (CDBG) Program
Subrecipient Year-End Narrative Form
FY 2017 - 2018**

Agency Name:	Community Partnership for Youth
Preparer's Name and Phone Number:	Shari Hastey
Contract Amount:	\$17,126
Indicate Source of Funding:	CDBG

Number Disabled Assisted:	0
Number Seniors Assisted:	0
Number of Single Female Head of Household Assisted:	0
Number Total Persons Assisted:	See attached Statistics

Brief Narrative of Program Funded: (Address the Objective, Applicable HUD Objective/Outcome Statement and Activity in the Scope of Work) Maximum 4,000 characters.

CPY's objective is to directly address the problems of violence and gang activity, by competently seeking to reduce the less than optimum conditions in a child's home and social environment by giving children the tools they need to rise above those conditions and succeed. CPY offers a positive alternative to children that so desperately need one. Gangs can promote inclusion by offering mentorship and a place to belong; CPY directly competes and succeeds by offering to children the genuine attributes of mentorship, confidence building, self-esteem, and positive "family" systems. As the founding members of CPY so long ago know, empowerment of the county's most vulnerable population, the at-risk youth, is critical to our community's strength. Students learn to internalize the CPY Standards, and are provided homework and reading assistance. They develop critical one on one mentor and peer to peer relationships. They practice and model behaviors that lead to success.

High School young people who do not have a voice – gain confidence and discover that they are needed and wanted, through their interaction with younger students.

Agency Name: Community Partnership for Youth

Students who have tragic circumstances such as abuse or parents/family members in jail or prison – are discovering that - it is not what life gives you it is what you do with it. Several of our young leaders have had family members dealing with addiction problems and are victims of crime. One of our young ladies woke up to find her father in her bed fondling her – she screamed and woke up everyone. Her mother said she was lying and kicked her out of the house.

When young people are given the opportunity to have adults who care for them through their hardships it gives them strength and they in turn can be mentors to younger students.

So often our society turns our back on young people who are challenged and do not fit into what is easy for us to understand. CPY has very high standards, however we endeavor to be with our students helping them to discovery answers to their many questions.

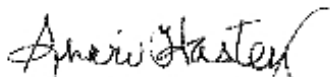
The importance of CPY's High school Leadership / Life Skills / Job Preparation Skills cannot be understated. The young High school leaders learn to reverse negative behaviors, as well as develop skills to succeed in life and in the working world.

Address each Outcome in the Scope of Work (refer to Attachment A of your CDBG Funding Agreement)

Outcome #1 – Enroll students in the High School Leadership, Life Skills and Job Preparation Program	Students & parents fill out a contract that says: youth needs to volunteer for a quarter/summer; maintain a 2.5 GPA, participant in 3 community events, and then receive basic wage
Outcome #2 – Train high school students to serve as mentors/tutors to younger students	Students receive on the job training as well as a 2 day training in June. Opportunity for life skills and other skills are offered all year long. They are encouraged to give back by volunteering in the community.
Outcome #3 – Create jobs for high school students	Once all requirements are met, students receive their first paycheck at basic wage.

Agency Name: Community Partnership for Youth

Address each Measure in the Scope of Work (refer to Attachment A of your CDBG Funding Agreement)	
Measure #1 – Document the number of students enrolled in the program.	We take consistent statistics on both our high school students and the youth they serve.
Measure #2 – Document the number of students trained to become mentor/tutors and the number of students receiving benefits from them.	We take consistent statistics on both our high school students and the youth they serve
Measure #3 – Document the number of students receiving paychecks as a result of the program.	Copies of timesheets and check stubs are submitted with quarterly reports.
Description of Outreach Efforts to Residents by Census Tracts	We work in Title 1 Schools that service the census tracts.
Description of Successes in Program Delivery	Students are learning to take responsibility for their actions, increasing in their self-esteem and learning job skills as well as life skills. Several high school students have been recognized by United Way for their volunteer work in the community. Many have maintained and improved in their academic standing. Several have enrolled in college for the Fall.



Signature of Executive Director:
Shari Hasley, Executive Director

Date Submitted: July 12, 2018

**COMMUNITY PARTNERSHIP FOR YOUTH
2017 - 2018 STATISTICS - July - June (12 months)**

Afterschool Mentor/Tutor Program															
Site	Total	Ethnicity								Income			Gender		Percent of Low Income Families
		AA/Black	Asi	White	His/Lat	Mult	Married	Other	SPI	V. Low	Low	Mod	Female	Male	
Colton Middle School	69	2	3	9	41	4				54		5	22	37	91.5%
1 on 1 Mentoring	29		1	7	20	1				29			12	17	100.0%
Del Rey Woods	91	1	3	7	75	5				87		4	47	44	95.6%
Highland	78	4	3		66				3	77		1	39	39	98.7%
M.L. King	94	1	2		87	4				93	1		44	50	100.0%
Ord Terrace	90	1	1	1	83	4				88	2		48	44	100.0%
Total	441	9	13	24	374	18	0	0	3	428	3	10	210	231	97.1%
Other K-5 Programs															
MC College Challenge	1409	0	6	6	1391	0	6	0	0	1354	24	30	686	723	97.8%
Intercession (Those who attended summer but not in Afterschool Program)															
2017 July	117	2	2	1	108	4				109	5	3	39	78	97.4%
2018 June	50	4	1		40	5				50		1	24	26	98.2%
Middle & High School Life Skills															
CHOICES	729	24		66	374	159	14	45	47	674	46	9	364	365	99%
Leadership/Job Skills	29		2		24	3				25	4		19	10	100%
RDU Training	10	5		1		4				7		3	10		70.0%
Family / Parent Support															
Strengthening Families Program															
Parents	9				9					8	1		9		100.0%
Unduplicated Children	9				9					8	1		8	1	100.0%
PROGRAM TOTAL	2803	44	24	98	2329	193	20	45	50	2663	84	56	1360	1443	98.0%
Percentage		1.6%	0.9%	3.5%	83.1%	6.9%	0.7%	1.6%	1.8%	95.0%	3.0%	2.0%	48.5%	51.5%	
Afterschool School Enrollment															
Schools		Grades													
Del Rey Woods	90	K 44													
Highland	74	1st 49													
M.L. King	96	2nd 56													
Ord Terrace	89	3rd 56													
Seaside Middle	5	4th 81													
Walter Colton Middle	88	5th 84													
La Mesa	1	8th 45													
Wait List															
0															
Volunteers															
1106															
Service Learners															
108															
Long Term															
29															
Events															
131															
Summer															
45															
Holiday Events															
793															
265 Attended 2017 Summer Intercession															
284 Attended 2018 Summer Intercession															

7/9/2018



Highlight activities that occurred during the year:

With the generous support of the City of Seaside's CDBG grant we have served 88 girls and young women ages 9-18.

We worked at 4 school sites:

Seaside High School, Seaside

Seaside Middle School, Seaside

Martin Luther King Jr. School of Arts, Seaside

Ord Terrace Elementary School, Seaside

From July 2017 to June 2018:

- We implemented the ECHO Leadership program at Seaside High School and served 16 high school girls.
- In September we implemented the Will Power/Won't Power program at Seaside Middle School and served 10, 8th grade girls.
- In December we implemented the Friendly PEERsuasion program at Martin Luther King, Jr. School of Arts, Seaside and served 44 4th and 5th grade girls.
- In April we implemented the Friendly PEERsausion program at Ord Terrace Elementary School in Seaside and served 18 5th grade girls.

Program details:

ECHO Leadership program:

- In August we implemented the ECHO program at Seaside High School.
- We served 16 girls.
- The participants met once every other week in the evenings (5:30pm-8:00pm) from August to May. Over the course of the program the young women participated in 18 modules.

Through program evaluations, we have learned the girls have:

- Learned basic information about women's health and anatomy, contraception, HIV and other STI's
- Developed goal setting, decision-making and leadership skills.
- Obtained practice in job interviewing, filling out applications for jobs, college and financial aid.
- 78% of participants visited at least 2 college campuses (UC Davis, CSU East Bay, and Stanford University).
- 85% of participants attended a workshop on Planning for Higher Education in which they received information on college requirements.
- 74% of participants reported increased knowledge of the legislative process.
- 76% of participants reported increased self-confidence to voice concerns to legislators.

Will Power/Won't Power:

- In September, we implemented the Will Power/Won't Power program at Seaside Middle School.
- Served 10 8th grade girls.
- The participants met once a week after school and participated in 10 interactive two-hour sessions that included the following information: educational activities on values and assertiveness skills; relationship building and resisting peer and media pressure; Bullying, dreams & goals, the importance of voting, and making good decisions about friendships and romantic relationships and avoiding risky situations.

Through program evaluations, we have learned:

- 74% of participants reported that they can stand up for others if they see bullying
- 89% of participants know they can achieve their goals/dreams
- 95% of participants reported that the program helped them resist or ignore pressures to do things they don't want to do.
- 89% of participants feel more confident about making good choices for themselves.

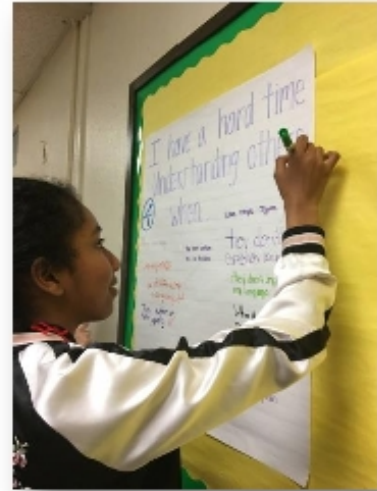
Friendly PEERSuaion 2nd phase:

- In December we implemented the 2nd phase of the Friendly PEERSuaion program at Martin Luther King Jr. School of Arts, Seaside and served 35, 4th and 5th grade girls.
- In April we implemented the Friendly PEERSuaion program at Ord Terrace Elementary School in Seaside and served 18 5th grade girls.
- The elementary school girls practiced communication skills, positive stress management, team building, and learning to refuse negative peer and media pressures through a variety of workshops knowledge of a variety of substances, which included alcohol, tobacco, and medicine.

Through program evaluations, we have learned:

- 97% of participants learned the effects of different substances and tips for staying healthy;
- 100% of participants recognized stress is unavoidable, but too much stress can lead to poor decisions;
- 99% of participants learned the importance of good communication — asking questions, speaking clearly, and listening carefully.

CDBG City of Seaside FY 2017-2018





*No-Cost Legal Representation
for Monterey County Seniors*



Agency Name:	Legal Services for Seniors
Preparer's 282	282
282	282
282	282

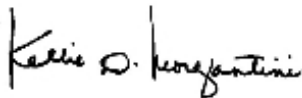
Number Disabled Assisted:	
Number Seniors Assisted:	282
Number of Single Female Head of Household Assisted:	189, 72% (est.)
Number Total Persons Assisted.	282

Brief Narrative of Program Funded: (Address the Objective, Applicable HUD Objective/Outcome Statement and Activity in the Scope of Work) Maximum 4,000 characters. OBJECTIVE: Create a suitable living environment OUTCOME: Availability/Accessibility ACTIVITY: CDBG funds will be used to help provide no-cost legal services up to and including court representation to all Seaside residents age 60 and above. Legal Services for Seniors provided no-cost legal representation to 282 Seaside residents in FY 2017-18 a 46.6 percent increase over our contract commitment of 180 individuals. 72% were women over 60 years old, many of them widowed. Our services helped to create a suitable living environment for our clients, 24% of our clients requested help maintaining their housing either home ownership or landlord/tenant interventions. Our brick and mortar office in Seaside and outreach workshops helped to ensure that all Seaside seniors had access to our services and were aware that our services were available.
--

Address each Outcome in the Scope of Work (refer to Attachment A of your CDBG Funding Agreement)	
Outcome #1 – Provide legal services to seniors who reside in Seaside	<i>(Narrative)</i> LSS provided no-cost legal services up to and including court representation to 282 Seaside seniors between July 1, 2017 and June 30, 2018, a 46.6 percent increase over our contract commitment of 180 individuals. 72% were women over 60 years old, and 28% were men.
Outcome #2 – Prevent seniors from being targeted by dishonest individuals	<i>(Narrative)</i> 22 percent of these clients need help to maintain income, either in the form of fraud protection or benefits oversight.
Outcome #3 – <i>(Write in Outcome)</i> Help enable seniors to live independently by providing legal services at no cost	<i>(Narrative)</i> 24 percent of these clients needed help to maintain their housing, both rental and home ownership.
Address each Measure in the Scope of Work (refer to Attachment A of your CDBG Funding Agreement)	
Measure #1 – <i>Provision of Legal Services</i>	<i>(Narrative)</i> Types of Service provided: LSS provided no-cost legal services up to and including court representation to 282 Seaside seniors between July 1, 2017 and June 30, 2018, a 46.6 percent increase over our contract commitment of 180 individuals. 24% of cases related to housing security including homeownership and landlord/tenant disputes. 16% of cases related to Wills and Estates. 12% of cases related to bankruptcy and debt/consumer finance issues. 9% of cases related to family law including spousal abuse and dependent abuse. 10% of cases related to Income Maintenance including Employment, Social Secure, health insurance and

	Disability benefits. 4% Financial Power of Attorney 3% Advance Health Care Directives 12% all others (individual rights, torts, trusts, etc.)
Measure #2 – <i>General Legal Education</i>	LSS provided 4 outreach seminars to Seaside seniors on Section 8 housing with a total of 67 attendees between July 1, 2017 and June 30, 2018.
Description of Outreach Efforts to Residents by Census Tracts	LSS provided 4 outreach seminars to Seaside seniors with a total of 67 attendees between July 1, 2017 and June 30, 2018.
Description of Successes in Program Delivery	Our biggest success is the 282 Seaside seniors who have been helped to live successful independent lives as a result of clear, free legal representation.

Signature of Executive Director:



Printed Name of Executive Director: Kellie D Morgantini

Date Submitted: July __13__, 2018





**City of Seaside
Community Development Block Grant (CDBG) Program
Subrecipient Year-End Narrative Form
FY 2017 - 2018**

Agency Name:	The Salvation Army Monterey Peninsula Corps
Preparer's Name and Phone Number:	Jenifer Miller, Director 831-899-1335 ext. 2713
Contract Amount:	\$16,126
Indicate Source of Funding:	CDBG

Number Disabled Assisted:	1
Number Seniors Assisted:	0
Number of Single Female Head of Household Assisted:	27
Number Total Persons Assisted:	105

Brief Narrative of Program Funded: (Address the Objective, Applicable HUD Objective/Outcome Statement and Activity in the Scope of Work) Maximum 4,000 characters. The programs funded include one 90-day emergency program and one 6-24 month transitional housing program, designed to help homeless families transition into permanent housing. These programs provide residential and educational services to families who are committed to improving their lifestyle, such as intensive case management and workshops focused on financial management, tenant landlord education, employment acquisition skills, work ethics, and more. The ultimate objectives for each program is to break the cycle of homelessness and reduce the number of homeless individuals in the community, and to build important life-skills through intensive one-on-one case management and group workshops.
--

Address each Outcome in the Scope of Work (refer to Attachment A of your CDBG Funding Agreement)	
Outcome #1 – Reduce the number of unsheltered individuals through significant and planned	Within the funding year, our programs were able to serve an increased number of individuals, providing safe housing

Agency Name: The Salvation Army Monterey Peninsula Corps

Intervention by case management and wrap around services.	and shelter for their families. All participants of our shelter program received intensive weekly case management focused on crisis management, securing employment, and establishing housing. For the participants in the Transitional Housing program, they received bi-weekly case management services focused on an individual service plan outlining their goals and priorities. All program participants engage in monthly skill-building workshops focused on such topics as financial management, tenant/landlord education, and family management. As participants graduate from the programs, they continue to receive follow up case management services for 6 months and beyond.
Outcome #2 – <i>(Write in Outcome)</i> Counseling services while sheltered enables clients to concentrate on creating budgets, gaining employment and increasing savings	Based on each family's case plan, participants' case management includes: weekly tracking of expenses, the creation of a monthly household budget, and the creation of savings goals. Participants regularly turn in monthly budgets as well as copies of paystubs and savings account balances to monitor and track their progress. Case management services focused on gaining or increasing employment include: creation of resume and cover letter, assistance with on-line job searches, and mock interview prep.
Address each Measure in the Scope of Work (refer to Attachment A of your CDBG Funding Agreement)	
Measure #1 – Provide a safe environment including fully furnished apartments and access to a Community Center. Intensive counseling service and data collection for feedback from	-Number of participants served: 105 -Number of individual bed nights in stable program housing: 13,362 -Number of case management sessions: 762

Agency Name: The Salvation Army Monterey Peninsula Corps

Measure #2 – Monitoring of clients' income throughout the program and after completion.	-Number of families who saved +\$500: 23 -Number of families who increased or maintained income: 28 -Number of alumni families who exited and maintained stable income: 18
Description of Outreach Efforts to Residents by Census Tracts	
Description of Successes in Program Delivery	*See attached success stories

Signature of Executive Director:

Printed Name of Executive Director:


W. Jose Juarez

Date Submitted: July 9, 2018





**City of Seaside
Community Development Block Grant (CDBG) Program
Subrecipient Year-End Narrative Form
FY 2017 - 2018**

Agency Name:	The Village Project, Inc.
Preparer's Name and Phone Number:	Melvin T. Mason, Executive Director 831-392-1500
Contract Amount:	\$16,126.00
Indicate Source of Funding:	CDBG

Number Disabled Assisted:	19 (number of students who were in special education programs with Individualized Education Plans (IEP's))
Number Seniors Assisted:	0
Number of Single Female Head of Household Assisted:	20
Number Total Persons Assisted.	45

Brief Narrative of Program Funded: (Address the Objective, Applicable HUD Objective/Outcome Statement and Activity in the Scope of Work) Maximum 4,000 characters.

The program funded by CDBG was The Village Project, Inc.'s Mae C. Johnson Education and Cultural Enrichment Afterschool Academy. The overriding objective was to Create a Suitable Living Environment and the overriding outcome was the creation of Availability/Accessibility or Sustainability. Creating suitable living environment for our program meant having each of our students experience high academic achievement, a reduction and extinguishing of negative behaviors that had been disruptive to their school and social lives and developing positive self-images and esteem. The outcome of Availability/Accessibility meant that our program would be available to those students on a weekly basis throughout the school year and that funding from CDBG and other sources such as Foundations would sustain the program throughout that academic year. Meeting that Objective and that Outcome meant that we were providing not only educational and behavioral supports to those students, but that we were providing them with enrichment activities that provided them with extracurricular educational opportunities such as outings to universities, museums, theater and art, musical and cultural events. Meeting this Objective and Outcome was validation that we are providing students with well-rounded educational activities and opportunities for learning and self-discovery.

Agency Name: _____

Address each Outcome in the Scope of Work (refer to Attachment A of your CDBG Funding Agreement)	
Outcome #1 – <i>(Write in Outcome)</i> No grades below a C for any students	<i>(Narrative)</i> <i>This proved to be an ambitious outcome that was partially, but not completely met. Out of 45 students, 8 received at least one grade lower than a C. There were two students who received one D- each in one of their classes. There were no F's.</i>
Outcome #2 – <i>(Write in Outcome)</i> 75% of newly enrolled students will raise their GPA by .5 point.	<i>(Narrative)</i> <i>32 students – or 71.1 percent – raised their GPA's by .5 points or better. Outcome was partially met.</i>
Outcome #3 – <i>(Write in Outcome)</i> 85 percent of students will maintain a GPA of at least 2.5	<i>(Narrative)</i> <i>38 students – 84.4 percent – maintained a 2.5 GPA or higher. Outcome almost met.</i>
Outcome #4 No detentions or suspensions from any students for the school year.	<i>(Narrative)</i> <i>There were 2 suspensions and 4 detentions during the school year, all of which occurred in the Fall Semester. <u>No suspensions or detentions in the Spring Semester.</u></i>
Address each Measure in the Scope of Work (refer to Attachment A of your CDBG Funding Agreement)	
Measure #1 – <i>(Write in Measure)</i> <i>Reduce the number of children at high risk for failure and possible involvement in the juvenile justice system by improvement academically.</i>	<i>(Narrative)</i> <i>Due to the fact that such large percentages of our children raised GPA's, ceased being suspended and detained after school and worked diligently in the program resulted in no children having experiences with the juvenile justice system.</i>
Measure #2 – <i>(Write in Measure)</i> <i>Reduce suspensions by developing pride in themselves and creating a culture of excellence</i>	<i>(Narrative)</i> <i>As noted in Outcome #4, Suspensions were reduced from two in the Fall Semester to none in the Spring</i>

Agency Name: _____

	<i>Semester and detentions from 4 in the Fall Semester to none in the Spring.</i>
Measure #3 – <i>(Write in Measure)</i>	<i>(Narrative)</i>
Measure #4 – <i>(Write in Measure)</i>	<i>(Narrative)</i>
Description of Outreach Efforts to Residents by Census Tracts	Efforts of outreach in all tracts involved presentations in churches, schools, community organizations and at community events. We also gave out flyers and other memorabilia to inform residents about our agency and our Afterschool Academy.
Description of Successes in Program Delivery	The successes of our program included students who had been historically the recipients of suspensions, detentions due to often times defiant behaviors becoming focused on being academic achievers. A former student of TVPI who was one of the "Fabulous Fifteen" original students who started the program in the 2010-2011 school year and who recently finished his freshman year at CSUMB was the keynote speaker at this year's Afterschool Academy "Celebration of Excellence". In his speech, he told them what his behaviors and grades were like at that time, but how he began to appreciate the program and the caring staff and how that changed his life. He graduated from high school with a 2.5 GPA and finished his freshman year at college majoring in Kinesiology with a 3.7 GPA! He said his expectations were that each of them would follow his example. In the week following the celebration, students

Agency Name: _____

	wrote about how he inspired them to be successful.
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Signature of Executive Director:

Printed Name of Executive Director:

Date Submitted: July 12, 2018

2017-2018 Seaside Subrecipient Monitoring



**2017-2018
City of Seaside's
Subrecipient Monitoring**



**COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM
SUBRECIPIENT MONITORING CHECKLIST
CITY OF SEASIDE**

I. Subrecipient Information

Date of Monitoring Visit: February 21, 2018 Time: 1 p.m.

Subrecipient: The Salvation Army Monterey Peninsula (The Salvation Army)

Address: 1491 Contra Costa Street, Seaside CA, 93955

Phone: 831-899-1335 ext. 2713

Person(s) Interviewed: Corps Officer Major Patti Bradley and Housing Department Director Jenifer Miller

Project Location: Housing Programs at two locations: 1491 Contract Costa (main office and community center), 1430 Imperial (emergency shelter Frederiksen) and 535 Palm Avenue (10 unit transitional housing Casa De Las Palmas)

Project Name: The Salvation Army Monterey Peninsula - Housing Programs

Funding Amount: \$16,126 Reviewer: Sharon Mikesell / Patrice Clemons

HUD Activity Number: 1306 / Grantee Activity ID #17-7198

Monitoring letter sent on: February 9, 2018 Follow-up visit/letter sent on: April 13, 2018

Specific Type of Activity: (check one)

- ☐ Acquisition, Disposition, Clearance, Relocation
- ☐ Economic Development
- ☐ Administration and Planning
- ☐ Public Facilities and Infrastructure Improvements (roads, drainage, utilities)
- ☒ **Public Service**
- ☐ Housing
- ☐ Other

Responsible Entity / Funding Category:

- ☒ **Community-Based Organization**
- ☐ City of Seaside

Activity Description:

Grant funds will be used to pay staff time for providing services at two affordable housing sites: Frederiksen House is a 90-day four-unit shelter and Casa De Las Palmas is a ten-unit transitional housing for homeless families (includes one unit for on-site Program Director). Casa De Las Palmas facility provides up to two years of housing for qualified clients. Housing clients at both facilities receive fully furnished apartments (kitchen, bedrooms, and living rooms), and utilities paid. Clients in Frederiksen House pay no rent while those in Casa De Las Palmas paying

up to 30% of their incomes for rent. All housing clients have the benefit of access to other TSA services, including preschool enrollment, food boxes, spiritual counseling and the availability of the Community Center.

Monitoring Procedure:

The City of Seaside conducts on-going desk monitoring of its social service Subrecipients over the course of the year and during quarterly reviews. Social Service Subrecipients are funded on a two-year cycle and must report their outcomes and expenditures on a quarterly basis. Staff conducts on-site monitoring of all these subrecipients over the course of the two-year cycle. Staff selected on-site monitoring of four subrecipients during the first year of their two-year cycle, and two subrecipients during 2017-18 program year, including The Salvation Army.

II. National Objective and Eligibility

1. Which National Objective does this project meet (570.208)*?

Benefit to Low- and Moderate-Income Persons

- ☐ Low/Mod Area Benefit
☐ Limited Clientele Benefit
☒ Low/Mod Housing Benefit
☐ Job Creation or Retention

Aid in the Prevention or Elimination of Slums or Blight

- ☐ on an Area Basis
☐ on a Spot Basis

An Urgent Need

- ☐ Needs Having a Particular Urgency

2. Which activity eligibility category (matrix code) does the project meet? (570.201-6)?

03T-Operating Costs of Homeless/AIDS Patients Programs

III. Conformance to the Subrecipient Agreement

1. **Contract Scope of Services** – Is the full scope of services listed in the Agreement being undertaken? List any deviation.

The Salvation Army is performing the scope of services that is listed within the Subrecipient Agreement and attached by-reference Application. The scope includes location, staff, beneficiaries, goals, and objectives. CDBG funds are to be used to cover salaries of two staff for case-management services provided at two housing sites, Frederiksen House and Casa De Las Palmas. City Staff toured the two sites, met the two case-manger staff, and reviewed files, including case-management notes on activities to assist residents. Salvation Army has files on each family served and only serves lower income families with children. No deviations found.

2. **Levels of Accomplishments** – Compare actual accomplishments at the point of monitoring with planned accomplishments. Is the project achieving the expected levels of performance (number of persons served, number of units rehabbed, etc.) and reaching the intended client group? Explain any problem the subrecipient may be experiencing. **Acknowledge major accomplishments.**

The Salvation Army's goal is to reduce or eliminate homelessness in low-income families that have children by helping a family to secure stable housing through either a housing program or private residence. This is achieved by 1) providing a safe housing environment, including fully furnished

apartments; 2) assist participants in securing stable housing at exit from the program, 3) provide intensive individual weekly or bi-weekly case management sessions focused on financial management, savings, employment, and securing housing, 4) provide monthly skill building workshops and community building house meetings. The Salvation Army's files show tracking of these objectives and they will be reported in the year-end report.

The Salvation Army aimed to serve 80 individuals by year's end, and has served 81 individuals as of the end of quarter 3. They served 56 in quarter one and 10 in quarter two. The Salvation Army noted that the graduates of the program have come to trust and rely on Salvation Army as a valued resource, that they often stay in-touch after completing the program. Graduates have even started their own self-help book club.

The City's Annual Action Plan state that its goal is to serve 95% low- to moderate- income persons. As of third quarter, they have reported 50% extremely low-income (0% to 30% below median family income (MFI), 38% low-income (31% to 50% of MFI), and 10% moderate income (51%-80% MFI). Overall, this is 100% of low- to moderate- income.

Thus, The Salvation Army is on target for meeting its performance goals and reaching intended client group.

3. Time of Performance – Is the work being performed in a timely manner (i.e., meeting the schedule as shown in the Agreement)? Explain.

The Salvation Army started its program during the first quarter of the program year and has provided those services continuously without any interruptions. To illustrate, they reached 56 individuals within the first quarter, and every subsequent quarter have been on target to reaching their year-long goal of 80 individuals served. Lastly, the work is being performed in a timely manner according to the agreement of providing on-going monthly and year-long services.

4. Budget – Compare actual expenditures versus planned expenditures. Note any discrepancies or possible deviations.

Their actual expenditures are within target of their planned expenditures and there are no discrepancies. Their budget shows anticipated breakdown of costs for its program operations, including CDBG and non CDBG sources. The Salvation Army's CDBG budget for this year included costs for two full-time staff that provide wrap-around services to the Frederiksen House, a 90-day emergency shelter, and Casa De Las Palmas, the two-year transitional housing units. To date, they have requested reimbursement for these staff and their case-management related activities only.

5. Requests for Payment – Are requests for payment being submitted in a timely manner and are they consistent with the level of work accomplished? Is program income properly accounted for and recorded? Explain.

The Salvation Army submits reimbursement requests on a quarterly basis and is on track to spend down its \$16,126 grant allocation for program year 2017-18. Due to staff changes at the Salvation Army, new staff was unaware of the first quarter report deadline and missed it. They immediately remedied this situation, and have since been timely with their second and third quarter reports. Its quarterly invoices were \$4,032 for quarters one, two, and three. As stated in their subrecipient agreement/application, they will use funds to support two full-time staff positions that provide support two housing programs. Their requests for reimbursement match this. Their requests include proof of hours, tasks, and pay rate, all of which appear reasonable and consistent with their responsibilities. Staff tasks shown in reimbursement requests include: case management, screening, workshops, training, phone screenings, and assessments. The City has reviewed and approved

reimbursed of Q1, Q2, and Q3 costs. Their quarterly progress reports which are submitted with the reimbursement requests (see more details in #6 below) demonstrate work being accomplished and meeting objectives. Their reports show progress toward meeting their goal. This program does not receive program income.

6. **Progress Reports** – Have progress reports been submitted with payment requests (where required) on time and were they complete and accurate?

The organization's quarterly progress reports have been submitted on-time and with payment requests. As noted above, they were delayed in submitting quarter one, but quickly resolved the issues and provided a report. The Salvation Army's goal is to serve 80 unduplicated low- to moderate-income individuals by end of the year. During the first quarter they reported serving 56 individuals, followed by 10 in quarter two, and 15 in quarter three for a total of 81 individuals served. The Salvation Army uses an online HMIS (Homeless Management Information System) data reporting tool to track the demographics of those they serve. The form is required at time of intake from their other funding sources. Their progress reports appear to show complete and accurate information.

Salvation Army noted that the progress report may be confusing to someone who has not been trained on them and recommended that more instruction be provided. The City will look into ways to help subrecipients understand the form better.

7. **Special Conditions** – Does the project conform to any special terms and conditions included in the Subrecipient Agreement? Explain.

No special terms or conditions exist in its subrecipient agreement.

IV. Record-Keeping Systems (570.506)

Records should demonstrate that each activity undertaken meets the criteria for National Objectives compliance. Such records should be found in both the grantee's project file and the subrecipient file.

1. **Filing System** – Are the subrecipient's files orderly, comprehensive, secured for confidentiality where necessary, and up to date? Note any areas of deficiency.

The Salvation Army offices and files were organized and locked. The City spot checked a few files at the main office and found them well labeled, detailed tracking, and organized. The City also reviewed the online HMIS reporting system used by Salvation Army and found that they were current. Most demographic information was electronically stored through the HMIS system; however, it was easily printed upon request. Staff found no deficiencies.

2. **Documentation (activities, costs and beneficiaries)** – Do the HCD project file and subrecipient records have the necessary documentation supporting the National Objective being met, eligibility, and program costs as they relate to 570.506? Do the project files support the data the subrecipient has provided for the CAPER?

The project files and records have the necessary documentation to show that the National Objective of serving low- to moderate- income is being met. To illustrate, The Salvation Army uses the HMIS system to keep detailed demographic data including: household information, race/ethnicity, previous/current living situation, income, benefits, health insurance, disability, employment status, and education level. Clients are low-income and many are homeless. They keep files on-hand that contains their obligations under their CDBG subrecipient agreement so that they can easily refer to their CDBG requirements.

The Salvation Army has a comprehensive three-inch binder on the specifics of how the Housing programs will run, include income, demographics, and many other details. Their financial information shows proof of eligible program costs such as funds to cover staff time conducting case management for residents of housing program. Staff toured the two housing facilities, one for emergency housing and the other for transitional. In summary, they have documented activities, costs, and beneficiaries that support the data provided for the CAPER.

3. Record Retention – Is there a process for determining which records need to be retained and for how long?

The City reviewed The Salvation Army's retention policy and found that it met the minimum five-year requirement.

4. Site Visit (where applicable) – Is the information revealed by a site visit consistent with the records maintained by the subrecipient and with data previously provided to the grantee? Explain any discrepancies.

City Staff toured two housing sites, Frederiksen House and Casa De Las Palmas, met the two case-manager staff, and reviewed files, including case-management notes on activities to assist residents. Salvation Army has files on each family served and only serves lower income families with children. These observed activities were consistent with records and data provided.

- a. Is the project manager located on-site and running the day-to-day operations? Do the staff seem fully informed about program requirements and project expectations? Explain.

City staff met and spoke with the two staff persons who provide assistance to the two housing facilities. One staff person lives on-site at Casa Del Las Palmas. During regular business hours, this staff person is located at the community center and main offices. The second staff person works full-time on-site at Frederiksen House, a 90-day emergency shelter. When asked, both staff were well-informed regarding program requirements and expectations.

- b. Is the project accomplishing what it was designed to do? Explain any problems.

The Salvation Army is achieving its goals and objectives to assist low income families with children to avoid homelessness. Progress is being closely tracked on whether residents achieve self-sufficiency and files overall show resident progress on meeting their goals. The programs provide not only housing, but safe, affordable, and healthy home environments so to help residents succeed. The case-management also reduces risk of future homelessness by assisting individuals with financial management, savings, skill building, employment, and securing housing once they leave. Overall, this project is accomplishing the goals set-out in its subrecipient agreement.

V. Financial Management Systems [85.20 (local governments) and 84.21–28 (nonprofits)]

1. Systems for Internal Control – Are systems in compliance with accounting policies and procedures for cash, real and personal property, equipment, and other assets (85.20(b)(3) and 84.20(b)(3))?

The Salvation Army has policies in place and systems appear to be in compliance. They have a lengthy housing department manual that covers internal controls.

2. Components of a Financial Management System – Review the chart of accounts, journals, ledgers, reconciliation, data processing, and reporting system. Note any discrepancies.

The City found no significant discrepancies and The Salvation Army appears to have quality components of a financial management system in place. The City reviewed their most recent audit which showed compliance with financial standards and practices.

3. Accounting – Compare the latest performance report, drawdown requests, bank records, payroll records, receipts/disbursements, etc. Note any discrepancies.

The City reviewed these documents and did not find any discrepancies.

4. Eligible, Allocable, and Reasonable Costs – See OMB Circulars A-87, A-122. Pay particular attention to the time distribution records where the subrecipient has employees who work on both CDBG-funded and non-CDBG-funded activities. Note any discrepancies.

The City reviewed these documents and did not find any discrepancies.

5. Cash Management/Drawdown Procedures – See Treasury Circular 1075, 85.20(b)(7), and 84.20. Has all cash been promptly drawn down and deposited? Are all draw downs of federal funds properly recorded? Note any discrepancies.

The City conducts draw downs and deposits of CDBG grant funds. Staff did not find any discrepancies.

6. Management of Program Income – If the subrecipient generates program income, refer to 570.504 and the Subrecipient Agreement about its use. Note any discrepancies.

No program income is generated by this activity.

7. IPA Audit Reports/Follow-Up – (OMB Circular A-133) Determine if the subrecipient has expended \$500,000 or more in federal funds for the subject program year.

IPA Audit Required Yes____ No X N/A____

Date Conducted _____

Any findings related to CDBG activity? Status? Explain. Not applicable.

8. Maintenance of Source Documentation – (85.20(b) and 84.20(b)) Note any discrepancies in sample records, invoices, vouchers, and time records traced through the system.

The City viewed electronic files and found no discrepancies.

9. Budget Control – Do actual expenditures match the line item budget? Refer to 85.20(b)(4) and 84.20. Note any discrepancies.

The City found that actual expenditures for staff/tutor time fall within budgeted expenses.

VI. Insurance

1. Has the subrecipient submitted a current copy of its Certificate of Insurance?

The Salvation Army provided a current copy of its Certificate of Insurance.

2. Is the City named as an additional insured?

The City is named as an insured.

VII. Procurement

1. Procurement Procedures – Do the procedures the subrecipient uses for procurement of goods and services meet CDBG requirements? Review a sample number of procurements.

The Salvation Army has a procurement policy and it references compliance with the Code of Federal Regulations. CDBG funds are used for staff time and no recent procurements have occurred that are for the Housing Programs.

2. Conflict of Interest – How does the subrecipient ensure there was no conflict of interest, real or apparent? Review the process and comment.

The procurement policy contains provisions to address real or apparent conflicts of interest and disciplinary action if violated.

VIII. Equipment and Real Property

1. Has the subrecipient acquired or improved any property it owns in whole or in part with CDBG funds in excess of \$25,000? If yes, review for compliance with 570.503(b)(7).

Yes _____ No X _____ N/A _____

2. Has the subrecipient purchased equipment with CDBG funds in excess of \$1,000? Does the subrecipient maintain the records required at 84.34?

Yes _____ No X _____ N/A _____

3. Has a physical inventory taken place and the results reconciled with property records within the last two years?

Yes _____ No _____ N/A X _____

4. If the subrecipient disposed of equipment/property that was purchased with federal funds within the last five years:

- a. Were proceeds from the sale reported as program income?

Yes _____ No _____ N/A X _____

- b. Did the grantee approve expenditure of program income?

Yes _____ No _____ N/A X _____

- c. Was the program income returned to the grantee?

Yes _____ No _____ N/A X _____

IX. Non-Discrimination and Actions to Further Fair Housing

1. Equal Employment Opportunity – Refer to 570.506, 601, and 602. Note any deficiencies.

The Salvation Army has an equal employment opportunity policy. Staff found no deficiencies.

2. Section 3 – Opportunities for Training and Employment for Local Residents – Refer to 570.506(g)(5) and 570.607(a) (affirmative action). Note any deficiencies.

Section 3 requirements are not applicable to The Salvation Army's activities.

3. Fair Housing Compliance – Refer to 570.904 and 570.601(b). Note any deficiencies.

Their program binder contains a no discrimination policy. The policy is found in the “in-take” process for housing units. City Staff informed The Salvation Army that the policy’s language was out-of-date in that it did not include all types of prohibited federal and state requirements. The Salvation Army worked with its legal team and has updated its policy to be consistent with federal and state requirements.

4. Requirements for Disabled Persons – Refer to 8.6. Note any concerns.

Some of the housing units are fully ADA accessible. The Salvation Army has a policy to follow all applicable Americans with Disability Act (ADA) laws and regulations, include no discrimination against beneficiaries or employees on the basis of disability and to provide reasonable accommodations as required under law.

5. Women and Minority Business Enterprises – Refer to 570.506(g), 85.36(e), and 84.44, affirmative steps documentation. Note any concerns.

These requirements are no applicable to The Salvation Army’s activities.

X. Conclusion and Follow-up

1. Is the subrecipient meeting the terms of the Subrecipient Agreement and HUD regulations? Discuss both positive conclusions and any weaknesses identified.

The Salvation Army is meeting the terms of the Subrecipient Agreement and HUD regulations. Any issues identified have been resolved, as noted in the above sections.

2. Identify any follow-up measures to be taken by the grantee and/or the subrecipient as a result of this monitoring review.

- a. List the required schedule for implementing corrective actions or making improvements.

All recommendations have been resolved by The Salvation Army at the time of and shortly after the on-site loan monitoring. No further correction action is requested.

- b. List the schedule for any needed technical assistance or training and identify who will provide the training.

City staff provided technical assistance and training on-site during the monitoring and shortly to The Salvation Army. No additional training is scheduled at this time.

Patrice Clemons, CDBG Program Specialist
Sharon Mikesell, Economic Development Administrative Analyst

June 27, 2018

Project Monitor

Date

**COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM
SUBRECIPIENT MONITORING CHECKLIST
CITY OF SEASIDE**

I. Subrecipient Information

Date of Monitoring Visit: February 22 and 23, 2018 Time: 2 p.m. on 2/22 and 10 a.m. on 2/23

Subrecipient: The Village Project, Inc.

Address: 378 Elm Avenue (after-school program site) and 1069 Broadway Avenue, Suite 201,
(counseling and head quarters), Seaside CA, 93955

Phone: 831-392-1500

Person(s) Interviewed: Executive Director Mel Mason, Service Learner Jamelle Jones, Service Learner April Dunham

Project Location: Mae C. Johnson Education and Cultural Enrichment Academy and Service Learning Institute site located at 378 Elm Avenue.

Project Name: The Village Project

Funding Amount: \$16,126 Reviewer: Sharon Mikesell / Patrice Clemons

HUD Activity Number: 1305 / Grantee Activity ID #17-7194

Monitoring letter sent on: February 9, 2018 Follow-up visit/letter sent on: April 13, 2018

Specific Type of Activity: (check one)

- ☐ Acquisition, Disposition, Clearance, Relocation
- ☐ Economic Development
- ☐ Administration and Planning
- ☐ Public Facilities and Infrastructure Improvements (roads, drainage, utilities)
- ☒ **Public Service**
- ☐ Housing
- ☐ Other

Responsible Entity / Funding Category:

- ☒ **Community-Based Organization**
- ☐ City of Seaside

Activity Description:

The use of CDBG funds will allow The Village Project to hire a part-time staff person and 4 tutors to work in the Mae C. Johnson Education and Cultural Enrichment Academy (Academy). Academy readies low-income, at-risk and underserved K-12 grade students for graduation through a multi-pronged learning approach

that includes: the established strategy of one-to-one academic tutoring in the student's weak subject area, access to computers for academic research, a clean and safe study environment, transportation to and from the tutoring site and engagement in cultural enrichment activities.

Monitoring Procedure:

The City of Seaside conducts on-going desk monitoring of its social service Subrecipients over the course of the year and during quarterly reviews. These Subrecipients are funded on a two-year cycle and must report their outcomes and expenditures on a quarterly basis. Staff conducts on-site monitoring of all these subrecipients over the course of the two-year cycle. Staff selected on-site monitoring of four subrecipients during the first year of their two-year cycle, and two subrecipients during 2017-18 program year, including The Village Project.

II. National Objective and Eligibility

1. Which National Objective does this project meet (570.208)*?

Benefit to Low- and Moderate-Income Persons

- ☒ Low/Mod Area Benefit
☐ Limited Clientele Benefit
☐ Low/Mod Housing Benefit
☐ Job Creation or Retention

Aid in the Prevention or Elimination of Slums or Blight

- ☐ on an Area Basis
☐ on a Spot Basis

An Urgent Need

- ☐ Needs Having a Particular Urgency

2. Which activity eligibility category (matrix code) does the project meet? (570.201-6)? 05D-Youth Services

III. Conformance to the Subrecipient Agreement

1. Contract Scope of Services – Is the full scope of services listed in the Agreement being undertaken? List any deviation.

The full scope of services is listed within the Subrecipient Agreement. It describes the activities in detail, for example, the location, staff, beneficiaries, goals, and objectives. City Staff observed tutoring and after-school enrichment activities being conducted and reviewed staff and student activity tracking files. No deviations found.

2. Levels of Accomplishments – Compare actual accomplishments at the point of monitoring with planned accomplishments. Is the project achieving the expected levels of performance (number of persons served, number of units rehabbed, etc.) and reaching the intended client group? Explain any problem the subrecipient may be experiencing. **Acknowledge major accomplishments.**

The Academy objectives are to reduce or eliminate problems that prevent students from succeeding in school both academically and socially. This is achieved 1) by tutors assisting children and youth with their homework to improve grades; and 2) by tutors providing enrichment opportunities for children and youth to engage in positive activities to reduce school suspensions and detentions. Examples of activities include counseling, gardening, outdoor recreation, art, positive interaction

with adults and fellow youth, and games. The Academy was predicted to serve 27 students. In the first quarter, they met this goal by serving 38 students, and another 3 students in the second quarter. The third quarters has no new students. The Village Project noted that the program has resulted in the teachers and parents being more involved with helping students to track and improve their academic performance and emotional well-being.

Additionally, the Village Project's objectives are to reduce student drop-out rate, juvenile justice system involvement, and the number of suspensions. This objective will be measured by tracking student progress reports, report cards, test results, teacher recommendations, and parent reports. The Village Project's files show tracking of these objectives and they will be reported in the year-end report.

The City's Annual Action Plan state its goal to serve primarily low- to moderate- income persons. Last year, The Village Project served 95% low- to moderate- income students. This year, they have reported 100% of low- to moderate- income to-date.

Thus, The Village Project is on target for meeting its performance goals and reaching its intended client group.

3. Time of Performance – Is the work being performed in a timely manner (i.e., meeting the schedule as shown in the Agreement)? Explain.

The Village Project started its program during the first quarter of the program year and has provided those services continuously without any interruptions. The work is being performed in a timely manner according to the agreement of providing on-going monthly and year-long services.

4. Budget – Compare actual expenditures versus planned expenditures. Note any discrepancies or possible deviations.

Their actual expenditures are within target of their planned expenditures and there are no discrepancies. Their budget shows how The Village Project anticipated breakdown of costs for its program operation. The Village Project's CDBG budget for this year included costs for part-time mentors at the after-school tutoring and enrichment program. To date, they have requested reimbursement for mentors time only.

5. Requests for Payment – Are requests for payment being submitted in a timely manner and are they consistent with the level of work accomplished? Is program income properly accounted for and recorded? Explain.

The Village Project has consistently submitted reimbursement requests on a quarterly basis and is on track to spend down it's \$16,126 grant allocation for program year 2017-18. Its quarterly invoices were \$4,031.50 for quarters one, two, and three. As stated in their subrecipient agreement/application, they have four tutors and one coordinator for the Academy and their CDBG grant funds help support the equivalent of one part-time tutor. Their requests for reimbursement match this. Their requests include proof of hours of approximately 10-20 per week for various tutors, which are reasonable and consistent with part-time work and hours of an after-school tutor. Their quarterly progress reports which are submitted with the reimbursement requests (see more details in #6 below) demonstrate work being accomplished and meeting objectives. The City has reviewed and approved reimbursed of Q1, Q2, and Q3 costs. This program does not receive program income.

6. Progress Reports – Have progress reports been submitted with payment requests (where required) on time and were they complete and accurate?

The organization's quarterly progress reports have been submitted on-time and with payment requests. New staff in quarter two reported duplicate numbers (not understanding that beneficiaries are only counted once). The organization quickly resolved the issue and submitted updated reports. The organization's quarterly reports now have unduplicated numbers. The Village Project's goal was to serve 27 students for the year. By first quarter end, they exceeded their goal at 38 students served. According to The Village Project this was due to a huge demand from parents, more than anticipated, for this type of tutoring and enrichment program for their children. They have an active waitlist for the Academy.

City staff found that a higher number of students than typical were above-moderate income level. New staff was using the incorrect income categories and immediately made corrections and resubmitted progress reports. With these corrections, their progress reports now show complete and accurate information and show that 100% of students are low- to moderate- income.

7. Special Conditions – Does the project conform to any special terms and conditions included in the Subrecipient Agreement? Explain.

No special terms or conditions exist in its subrecipient agreement.

IV. Record-Keeping Systems (570.506)

Records should demonstrate that each activity undertaken meets the criteria for National Objectives compliance. Such records should be found in both the grantee's project file and the subrecipient file.

1. Filing System – Are the subrecipient's files orderly, comprehensive, secured for confidentiality where necessary, and up to date? Note any areas of deficiency.

The Village Project's offices and files were organized and locked. The City spot checked a few files at the main office and at the after-school site and found them well labeled, detailed tracking, and organized. The after-school site files were current as of that day and are updated daily. The files contained such information as their program application, demographic information, release of information, report cards, income verification, medical information, attendance, and weekly student progress reports. They recently switched to a different performance tracking system and could see that the new entries are done consistently. They also keep a CDBG binder that contains general information like their subrecipient agreement.

2. Documentation (activities, costs and beneficiaries) – Do the HCD project file and subrecipient records have the necessary documentation supporting the National Objective being met, eligibility, and program costs as they relate to 570.506? Do the project files support the data the subrecipient has provided for the CAPER?

The project files and records have the necessary documentation to show that the National Objective of serving low- to moderate- income is being met. To illustrate, The Village Project requires proof of income and the proof is verified by staff and kept in the files. They keep a CDBG binder that contains their obligations under their subrecipient agreement. New staff took over the tracking of income level and with minimal City staff training, this new staff learned how to properly report the number, race, and income level of beneficiaries served. On one occasion staff had misunderstood the form resulting in duplicate county of beneficiaries and miscalculation of income, but they quickly resolved this issue and provided updated and correct quarterly reporting forms.

The Village Project has a comprehensive three-inch binder on the specifics of how the Academy program will run. Also, their files on mentor time and individual student progress are detailed and complete. Their financial information shows proof of eligible program costs such as mentor costs.

In summary, they have documented activities, costs, and beneficiaries that support the data provided for the CAPER.

3. Record Retention – Is there a process for determining which records need to be retained and for how long?

The City reviewed The Village Projects retention policy. Their policy complies with a higher standard as set by the County, another funder, which has retention for seven years instead of five years.

4. Site Visit (where applicable) – Is the information revealed by a site visit consistent with the records maintained by the subrecipient and with data previously provided to the grantee? Explain any discrepancies.

City staff visited the Academy's site on two occasions. The Academy has three classrooms, a playground and field, and outdoor garden. Within the classrooms are small kitchens, computers, study area, and library/quiet room. City staff observed tutors aiding students. On the second occasion, City staff observed the tutors meeting to review program performance and for training. These observed activities were consistent with records and data provided.

- a. Is the project manager located on-site and running the day-to-day operations? Do the staff seem fully informed about program requirements and project expectations? Explain.

The Academy is operated by two part-time site coordinators, five part-time tutors, and two part-time van drivers. The on-site coordinator was a volunteer full-time position during the previous year because of lack of funding. This year, still with limited funding, two full-time Cultural Healer positions share responsibilities of being on-site coordinators. They work on-site at the Academy during its operating hours and help supervise. The Executive Director provides supervision over all these positions. City Staff toured the site on two separate occasions by one of the on-site supervisors and spent time observing mentors. They provide information and files immediately upon request. These staff seem fully informed of program requirements and expectations.

- b. Is the project accomplishing what it was designed to do? Explain any problems.

The Academy is achieving its goals and objectives to assist lower income and disadvantaged students to achieve academic success and social enrichment. Student academic performance is being closely tracked for improvement and files overall show student progress so far this year, and from last year. Moreover, students are taught discipline, respect for themselves and others, and encouraged to develop confidence. The students' social and emotional well-being is tracked in files as well. The Village Project provides counseling and mental health programming for the students and their family members. This complements the Academy in reaching its goals for improved academic and social well-being. Additionally, parents and teachers are being encouraged and given the opportunity to be more involved in caring for the student's success. Overall, this project is accomplishing the goals set-out in its subrecipient agreement.

V. Financial Management Systems [85.20 (local governments) and 84.21–28 (nonprofits)]

1. Systems for Internal Control – Are systems in compliance with accounting policies and procedures for cash, real and personal property, equipment, and other assets (85.20(b)(3) and 84.20(b)(3))?

The Village Project has policies in place and systems appear to be in compliance

2. Components of a Financial Management System – Review the chart of accounts, journals, ledgers, reconciliation, data processing, and reporting system. Note any discrepancies.

The City found no significant discrepancies and The Village Project appears to have quality components of a financial management system in place. The City reviewed their most recent audit which showed compliance with good financial standards and practices.

3. Accounting – Compare the latest performance report, drawdown requests, bank records, payroll records, receipts/disbursements, etc. Note any discrepancies.

The City reviewed these documents and did not find any discrepancies.

4. Eligible, Allocable, and Reasonable Costs – See OMB Circulars A-87, A-122. Pay particular attention to the time distribution records where the subrecipient has employees who work on both CDBG-funded and non-CDBG-funded activities. Note any discrepancies.

The City reviewed these documents and did not find any discrepancies.

5. Cash Management/Drawdown Procedures – See Treasury Circular 1075, 85.20(b)(7), and 84.20. Has all cash been promptly drawn down and deposited? Are all draw downs of federal funds properly recorded? Note any discrepancies.

The City conducts draw downs and deposits of CDBG grant funds. Staff did not find any discrepancies.

6. Management of Program Income – If the subrecipient generates program income, refer to 570.504 and the Subrecipient Agreement about its use. Note any discrepancies.

No program income is generated by this activity.

7. IPA Audit Reports/Follow-Up – (OMB Circular A-133) Determine if the subrecipient has expended \$500,000 or more in federal funds for the subject program year.

IPA Audit Required Yes___ No X N/A___

Date Conducted _____

Any findings related to CDBG activity? Status? Explain. Not applicable.

8. Maintenance of Source Documentation – (85.20(b) and 84.20(b)) Note any discrepancies in sample records, invoices, vouchers, and time records traced through the system.

The City found no discrepancies.

9. Budget Control – Do actual expenditures match the line item budget? Refer to 85.20(b)(4) and 84.20. Note any discrepancies.

The City found that actual expenditures for staff/tutor time fall within budgeted expenses.

VI. Insurance

1. Has the subrecipient submitted a current copy of its Certificate of Insurance?

The Village Project provided a current copy of its Certificate of Insurance.

2. Is the City named as an additional insured?

The City is named as an insured.

VII. Procurement

1. Procurement Procedures – Do the procedures the subrecipient uses for procurement of goods and services meet CDBG requirements? Review a sample number of procurements.

The Village Project has a procurement policy and it references compliance with the Code of Federal Regulations. CDBG funds are used for staff time and no recent procurements have occurred that are for the Academy program.

2. Conflict of Interest – How does the subrecipient ensure there was no conflict of interest, real or apparent? Review the process and comment.

The procurement policy contains provisions to address real or apparent conflicts of interest. For example, board members cannot participate in the decision and awarding of funds to an entity if they receive gifts or do business with that entity.

VIII. Equipment and Real Property

1. Has the subrecipient acquired or improved any property it owns in whole or in part with CDBG funds in excess of \$25,000? If yes, review for compliance with 570.503(b)(7).

Yes _____ No X _____ N/A _____

2. Has the subrecipient purchased equipment with CDBG funds in excess of \$1,000? Does the subrecipient maintain the records required at 84.34?

Yes _____ No X _____ N/A _____

3. Has a physical inventory taken place and the results reconciled with property records within the last two years?

Yes _____ No _____ N/A X _____

4. If the subrecipient disposed of equipment/property that was purchased with federal funds within the last five years:

- a. Were proceeds from the sale reported as program income?

Yes _____ No _____ N/A X _____

- b. Did the grantee approve expenditure of program income?

Yes _____ No _____ N/A X _____

- c. Was the program income returned to the grantee?

Yes _____ No _____ N/A X _____

IX. Non-Discrimination and Actions to Further Fair Housing

1. Equal Employment Opportunity – Refer to 570.506, 601, and 602. Note any deficiencies.

The Village Project has a general nondiscrimination policy plus a nondiscrimination policy on the admission of students into the Academy. Staff found no deficiencies.

2. Section 3 – Opportunities for Training and Employment for Local Residents – Refer to 570.506(g)(5) and 570.607(a) (affirmative action). Note any deficiencies.

Section 3 requirements are not applicable to The Village Project's activities.

3. Fair Housing Compliance – Refer to 570.904 and 570.601(b). Note any deficiencies.

Fair Housing Compliance requirements are not applicable to The Village Project's activities.

4. Requirements for Disabled Persons – Refer to 8.6. Note any concerns.

The Village Project has a policy to follow all applicable Americans with Disability Act (ADA) laws and regulations, include no discrimination against beneficiaries or employees on the basis of disability and to provide reasonable accommodations as required under law.

5. Women and Minority Business Enterprises – Refer to 570.506(g), 85.36(e), and 84.44, affirmative steps documentation. Note any concerns.

These requirements are not applicable to The Village Project's activities.

X. Conclusion and Follow-up

1. Is the subrecipient meeting the terms of the Subrecipient Agreement and HUD regulations? Discuss both positive conclusions and any weaknesses identified.

The Village Project is meeting the terms of the Subrecipient Agreement and HUD regulations. Any issues identified have been resolved, as noted in the above sections.

2. Identify any follow-up measures to be taken by the grantee and/or the subrecipient as a result of this monitoring review.

- a. List the required schedule for implementing corrective actions or making improvements.

All recommendations have been resolved by The Village Project at the time of and shortly after the on-site loan monitoring. No further correction action is requested.

- b. List the schedule for any needed technical assistance or training and identify who will provide the training.

City staff provided technical assistance and training on-site during the monitoring and shortly to The Village Project staff. No additional training is scheduled at this time.

Patrice Clemons, CDBG Program Specialist
Sharon Mikesell, Economic Development Administrative Analyst

June 27, 2018

Project Monitor

Date

HUD PR-5 and PR-26 Drawdown and Expenditure Reports

IDIS - PR05

U.S. Department of Housing and Urban Development
Office of Community Planning and Development
Integrated Disbursement and Information System
Drawdown Report by Project and Activity
SEASIDE , CA

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REPORT FOR PROGRAM : CDBG
PGM YR : 2017
PROJECT : ALL
ACTIVITY : ALL

						EN							
Program Year/ Project		IDIS Act ID	Activity Name	Prior Year	Voucher Number	Line Item	Voucher Status	LOCCS Send Date	Grant Year	Grant Number	Fund Type	Drawn Amount	
2017	1	Cutino Park Accessibility Improvements	1310	17B-Cutino Park									
					6130289	6	Completed	3/8/2018	2016	B16MC060006	PI	\$1,490.25	
					6151706	8	Completed	5/11/2018	2017	B17MC060006	EN	\$6,771.99	
					6168246	4	Completed	7/6/2018	2017	B17MC060006	EN	\$61,547.65	
					Activity Total							\$69,809.89	
					Project Total							69,809.89	
2017	2	Community Partnership for Youth	1302	17B-Community Partnership for Youth									
					6098251	6	Completed	11/22/2017	2017	B17MC060006	EN	\$11,094.51	
					6130289	12	Completed	3/8/2018	2017	B17MC060006	EN	\$5,286.44	
					6151706	3	Completed	5/11/2018	2017	B17MC060006	EN	\$745.05	
					Activity Total							\$17,126.00	
					Project Total							17,126.00	
2017	3	Genesis House-Window Improvements	1308	17B-CHS-Genesis House Window Upgrades									
					6159705	1	Completed	6/22/2018	2017	B17MC060006	EN	\$735.00	
				Y	6178000	5	Completed	8/2/2018	2017	B17MC060006	EN	\$43,022.00	
					Activity Total							\$43,757.00	
					Project Total							43,757.00	
2017	4	Boys and Girls Club Locks, Doors and Windows Improvement	1307	17B-Boys and Girls Club									
					6159705	2	Completed	6/22/2018	2017	B17MC060006	EN	\$42,102.00	
					Activity Total							\$42,102.00	
					Project Total							42,102.00	

IDIS - PR05

U.S. Department of Housing and Urban Development
Office of Community Planning and Development
Integrated Disbursement and Information System
Drawdown Report by Project and Activity
SEASIDE , CA

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						EN							
Program Year/ Project		IDIS Act ID	Activity Name	Prior Year	Voucher Number	Line Item	Voucher Status	LOCCS Send Date	Grant Year	Grant Number	Fund Type	Drawn Amount	
2017	5	Salvation Army Housing Program Support	1306	Housing Program for perviously unsheltered individuals									
					6130289	8	Completed	3/8/2018	2017	B17MC060006	EN	\$8,064.00	
					6151706	7	Completed	5/11/2018	2017	B17MC060006	EN	\$4,030.00	
				Y	6178000	1	Completed	8/2/2018	2017	B17MC060006	EN	\$4,030.00	
					Activity Total							\$16,124.00	
					Project Total							16,124.00	
2017	6	General Administration	1309	17-Program Administration									
					6098251	1	Completed	11/22/2017	2016	B16MC060006	PI	\$21,014.28	
					6098251	2	Completed	11/22/2017	2017	B17MC060006	EN	\$9,378.33	
					6130289	7	Completed	3/8/2018	2017	B17MC060006	EN	\$23,786.39	
					6151706	9	Completed	5/11/2018	2016	B16MC060006	PI	\$2,557.78	
					6151706	10	Completed	5/11/2018	2017	B17MC060006	EN	\$13,050.09	
					6168246	1	Completed	7/6/2018	2008	B08MC060006	LA	\$14,376.77	
					6168246	2	Completed	7/6/2018	2009	B09MC060006	LA	\$3,065.45	
					6168246	3	Completed	7/6/2018	2017	B17MC060006	EN	\$6,188.91	
					Activity Total							\$93,418.00	
					Project Total							93,418.00	
2017	8	Girls Inc. After School Leadership Mentoring	1304	17-Girls Inc									
					6098251	4	Completed	11/22/2017	2017	B17MC060006	EN	\$4,123.03	
					6130289	10	Completed	3/8/2018	2017	B17MC060006	EN	\$2,000.99	
					6151706	5	Completed	5/11/2018	2017	B17MC060006	EN	\$2,000.99	
				Y	6178000	2	Completed	8/2/2018	2017	B17MC060006	EN	\$2,000.99	
					Activity Total							\$10,126.00	
					Project Total							10,126.00	
2017	9	The Village Project-Mae C. Johnson Education and Cultural Enrichment Academy	1305	17B-The Village Project									

IDIS - PR05

U.S. Department of Housing and Urban Development
Office of Community Planning and Development
Integrated Disbursement and Information System
Drawdown Report by Project and Activity
SEASIDE , CA

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Program Year/ Project		IDIS Act ID	Activity Name	Prior Year	Voucher Number	Line Item	Voucher Status	LOCCS Send Date	Grant Year	Grant Number	Fund Type	Drawn Amount
EN												
					6098251	3	Completed	11/22/2017	2017	B17MC060006	EN	\$4,031.50
					6130289	9	Completed	3/8/2018	2017	B17MC060006	EN	\$4,031.50
					6151706	6	Completed	5/11/2018	2017	B17MC060006	EN	\$4,032.00
					Y 6178000	3	Completed	8/2/2018	2017	B17MC060006	EN	\$4,031.00
Activity Total												\$16,126.00
Project Total												16,126.00
2017	12	Legal Services for Seniors	1303	17B Legal Services For Seniors	6098251	5	Completed	11/22/2017	2017	B17MC060006	EN	\$4,281.50
					6130289	11	Completed	3/8/2018	2017	B17MC060006	EN	\$4,281.50
					6151706	4	Completed	5/11/2018	2017	B17MC060006	EN	\$4,281.00
					Y 6178000	4	Completed	8/2/2018	2017	B17MC060006	EN	\$4,281.50
Activity Total												\$17,125.50
Project Total												17,125.50
Program Year 2017 Total												325,714.39

DRAFT



Office of Community Planning and Development
U.S. Department of Housing and Urban Development
Integrated Disbursement and Information System
PR26 - CDBG Financial Summary Report
Program Year 2017
SEASIDE, CA

DATE: 08-15-18
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PART I: SUMMARY OF CDBG RESOURCES

01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	0.00
02 ENTITLEMENT GRANT	363,989.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00
05 CURRENT YEAR PROGRAM INCOME	151,557.04
05a CURRENT YEAR SECTION 108 PROGRAM INCOME (FOR SI TYPE)	0.00
06 FUNDS RETURNED TO THE LINE-OF-CREDIT	0.00
06a FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT	50,085.55
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	0.00
08 TOTAL AVAILABLE (SUM, LINES 01-07)	565,631.59

PART II: SUMMARY OF CDBG EXPENDITURES

09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	409,851.33
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	0.00
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	409,851.33
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	69,786.87
13 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	0.00
14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES	0.00
15 TOTAL EXPENDITURES (SUM, LINES 11-14)	479,638.20
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	85,993.39

PART III: LOW/MOD BENEFIT THIS REPORTING PERIOD

17 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
18 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	0.00
19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	409,851.33
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	0.00
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	409,851.33
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	100.00%

LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS

23 PROGRAM YEARS(PY) COVERED IN CERTIFICATION	PY: PY: PY:
24 CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION	0.00
25 CUMULATIVE EXPENDITURES BENEFITING LOW/MOD PERSONS	0.00
26 PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/LINE 24)	0.00%

PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS

27 DISBURSED IN IDIS FOR PUBLIC SERVICES	76,627.50
28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	0.00
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	76,627.50
32 ENTITLEMENT GRANT	363,989.00
33 PRIOR YEAR PROGRAM INCOME	146,878.89
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	0.00
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	510,867.89
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	15.00%

PART V: PLANNING AND ADMINISTRATION (PA) CAP

37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	69,786.87
38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS	0.00
41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 +LINE 40)	69,786.87
42 ENTITLEMENT GRANT	363,989.00
43 CURRENT YEAR PROGRAM INCOME	151,557.04
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	0.00
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	515,546.04
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	13.54%



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LINE 17 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 17

Report returned no data.

LINE 18 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 18

Report returned no data.

LINE 19 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 19

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2017	4	1307	6159705	17B-Boys and Girls Club	03D	LMC	\$42,102.00
					03D	Matrix Code	\$42,102.00
2014	21	1274	6130289	SEASIDE LIBRARY ADA PROJECT	03E	LMC	\$16,659.68
2016	2	1298	6151706	16B-Library ADA	03E	LMC	\$63,226.96
					03E	Matrix Code	\$79,886.64
2017	1	1310	6130289	17B-Cutino Park	03F	LMC	\$1,490.25
2017	1	1310	6151706	17B-Cutino Park	03F	LMC	\$6,771.99
					03F	Matrix Code	\$8,262.24
2017	3	1308	6159705	17B-CHS-Genesis House Window Upgrades	03P	LMC	\$735.00
2017	3	1308	6178000	17B-CHS-Genesis House Window Upgrades	03P	LMC	\$43,022.00
					03P	Matrix Code	\$43,757.00
2017	5	1306	6130289	Housing Program for perviously unsheltered individuals	03T	LMC	\$8,064.00
2017	5	1306	6151706	Housing Program for perviously unsheltered individuals	03T	LMC	\$4,030.00
2017	5	1306	6178000	Housing Program for perviously unsheltered individuals	03T	LMC	\$4,030.00
					03T	Matrix Code	\$16,124.00
2017	12	1303	6098251	17B Legal Services For Seniors	05C	LMC	\$4,281.50
2017	12	1303	6130289	17B Legal Services For Seniors	05C	LMC	\$4,281.50
2017	12	1303	6151706	17B Legal Services For Seniors	05C	LMC	\$4,281.00
2017	12	1303	6178000	17B Legal Services For Seniors	05C	LMC	\$4,281.50
					05C	Matrix Code	\$17,125.50
2017	2	1302	6098251	17B-Community Partnership for Youth	05D	LMC	\$11,094.51
2017	2	1302	6130289	17B-Community Partnership for Youth	05D	LMC	\$5,286.44
2017	2	1302	6151706	17B-Community Partnership for Youth	05D	LMC	\$745.05
2017	8	1304	6098251	17-Girls Inc	05D	LMC	\$4,123.03
2017	8	1304	6130289	17-Girls Inc	05D	LMC	\$2,000.99
2017	8	1304	6151706	17-Girls Inc	05D	LMC	\$2,000.99
2017	8	1304	6178000	17-Girls Inc	05D	LMC	\$2,000.99
2017	9	1305	6098251	17B-The Village Project	05D	LMC	\$4,031.50
2017	9	1305	6130289	17B-The Village Project	05D	LMC	\$4,031.50
2017	9	1305	6151706	17B-The Village Project	05D	LMC	\$4,032.00
2017	9	1305	6178000	17B-The Village Project	05D	LMC	\$4,031.00
					05D	Matrix Code	\$43,378.00
2015	17	1300	6057074	Seaside Library Accessibility Part 2	14E	LMC	\$7,885.00
2015	17	1300	6130289	Seaside Library Accessibility Part 2	14E	LMC	\$137,294.76
2015	17	1300	6151706	Seaside Library Accessibility Part 2	14E	LMC	\$14,036.19
					14E	Matrix Code	\$159,215.95
Total							\$409,851.33

LINE 27 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 27

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2017	5	1306	6130289	Housing Program for perviously unsheltered individuals	03T	LMC	\$8,064.00
2017	5	1306	6151706	Housing Program for perviously unsheltered individuals	03T	LMC	\$4,030.00
2017	5	1306	6178000	Housing Program for perviously unsheltered individuals	03T	LMC	\$4,030.00
					03T	Matrix Code	\$16,124.00



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Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2017	12	1303	6098251	17B Legal Services For Seniors	05C	LMC	\$4,281.50
2017	12	1303	6130289	17B Legal Services For Seniors	05C	LMC	\$4,281.50
2017	12	1303	6151706	17B Legal Services For Seniors	05C	LMC	\$4,281.00
2017	12	1303	6178000	17B Legal Services For Seniors	05C	LMC	\$4,281.50
					05C	Matrix Code	\$17,125.50
2017	2	1302	6098251	17B-Community Partnership for Youth	05D	LMC	\$11,094.51
2017	2	1302	6130289	17B-Community Partnership for Youth	05D	LMC	\$5,286.44
2017	2	1302	6151706	17B-Community Partnership for Youth	05D	LMC	\$745.05
2017	8	1304	6098251	17-Girls Inc	05D	LMC	\$4,123.03
2017	8	1304	6130289	17-Girls Inc	05D	LMC	\$2,000.99
2017	8	1304	6151706	17-Girls Inc	05D	LMC	\$2,000.99
2017	8	1304	6178000	17-Girls Inc	05D	LMC	\$2,000.99
2017	9	1305	6098251	17B-The Village Project	05D	LMC	\$4,031.50
2017	9	1305	6130289	17B-The Village Project	05D	LMC	\$4,031.50
2017	9	1305	6151706	17B-The Village Project	05D	LMC	\$4,032.00
2017	9	1305	6178000	17B-The Village Project	05D	LMC	\$4,031.00
					05D	Matrix Code	\$43,378.00
Total							\$76,627.50

LINE 37 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 37

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2017	6	1309	6098251	17-Program Administration	21A		\$30,392.61
2017	6	1309	6130289	17-Program Administration	21A		\$23,786.39
2017	6	1309	6151706	17-Program Administration	21A		\$15,607.87
					21A	Matrix Code	\$69,786.87
Total							\$69,786.87

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. 30, 2018**

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. 30, 2018...Monterey, California

**CONSOLIDATED ANNUAL PERFORMANCE EVALUATION
REPORT**

PROGRAM YEAR 2017-2018

**Notice of Public Invitation to Comment
City of Seaside, CA**

Notice is Hereby Given that on or about September 30, 2018, the City of Seaside will submit its 2017-2018 Consolidated Annual Performance Evaluation Report (CAPER) to the U. S. Department of Housing and Urban Development (HUD). The CAPER is a financial and public benefit summary of the City's use of federal Community Development Block Grant (CDBG) funds for the period beginning July 1, 2017 and ending June 30, 2018 as identified in the City's 2017-2018 Annual Action Plan.

Citizens and interested parties are invited to review the City's CAPER. The draft CAPER will be available for public review and comment beginning on September 5, 2018 at the following locations:

www.seaside.ca.us
Seaside City Hall
Seaside Public Library
Seaside Fire Station
Oldemeyer Community Center
Seaside Creates

The public is invited to provide oral or written comments regarding the programs and activities that were funded by the City. A public hearing will be held during the Seaside City Council meeting on Thursday, September 20, 2018 at 7PM. All comments must be received by 5 p.m. on September 21, 2018. A summary of public comments received and the City's response will be included in the CAPER submitted to HUD.

All comments must be directed to:

Sharon Mikesell
City of Seaside
440 Harcourt Avenue
Seaside, CA 93955
smikesell@ci.seaside.ca.us
831-899-6734

INFORME DE EVALUACION DEL PLAN ANUAL

AÑO DEL PROGRAMA 2017-2018

**Anuncio de Invitación Pública para Comentarios
Ciudad de Seaside, CA**

Se Está Avisando que en o alrededor del 30 de septiembre de 2018, la Ciudad de Seaside someterá su Informe de Evaluación del Plan Anual Consolidado (CAPER por sus siglas en inglés) para el año 2017-2018 al Departamento de Vivienda y Desarrollo Urbano de los EE.UU. (HUD por sus siglas en inglés). El CAPER es un resumen financiero y de beneficio público del uso por la Ciudad de fondos federales del Programa de Subsidios Globales para el Desarrollo Comunitario (CDBG por sus siglas en inglés) para el periodo comenzando el 1 de julio de 2017 y terminando el 30 de junio de 2018 como identificado en el Plan de Acción de la Ciudad del 2017-2018.

Los ciudadanos y aquellos interesados están invitados a revisar el CAPER de la Ciudad. El borrador del CAPER está disponible para revisión pública y comentarios comenzando el 5 de septiembre de 2018 en los siguientes lugares:

www.seaside.ca.us
Ayuntamiento de la Ciudad de Seaside (City Hall)
Biblioteca Pública de Seaside
Estación de Bomberos de Seaside
Centro Comunitario Oldemeyer
Seaside Creates

El público está invitado a proporcionar comentarios orales o escritos con respecto a los programas y actividades que fueron financiados por la Ciudad. Se llevará a cabo una audiencia pública durante la junta del Concilio de Seaside el jueves, 20 de septiembre de 2018 a las 7 de la tarde. Todos los comentarios deben ser recibidos antes de las 5 p.m. del 21 de septiembre de 2018. Un resumen de los comentarios públicos y las respuestas de la Ciudad serán publicados en el CAPER sometido a HUD.

Todos los comentarios deben ser dirigidos a:

Sharon Mikesell
City of Seaside
440 Harcourt Avenue
Seaside, CA 93955
smikesell@ci.seaside.ca.us
831-899-6734



DADO





**CITY OF SEASIDE
STAFF REPORT**

Item No.: 10.A.

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

FROM: Craig Malin, City Manager

BY: Kurt Overmeyer, Economic Development Manager

DATE: September 20, 2018

**SUBJECT: APPROVE RESOLUTION TO AMENDED AND EXTENDED ENA
BETWEEN THE CITY OF SEASIDE AND ALFRED GLOVER DBA
GLOVER ENTERPRISES, A SOLE-PROPRIETORSHIP.**

PURPOSE & RECOMMENDATION

It is recommended that City Council approve a resolution to amend and extend the Exclusive Negotiating Agreement (ENA) with Alfred Glover DBA Glover Enterprises in order to allow the Fort Ord Reuse Authority and regulating agencies to complete the land transfer and creation of parcels.

BACKGROUND

In September 2017 the City of Seaside entered into an Exclusive Negotiating Agreement with Alfred Glover, DBA Glover Enterprises, a sole-proprietorship to negotiate terms for a Purchase and Sale Agreement (PSA) to rehabilitate the structures on Parker Flats Cut-off known commonly as the Medical Officer's Barracks. The Developer has completed all of the aspects of the project required to date. The City and Developer attempted to enter into a PSA earlier this year and due to a legal challenge from Keep Fort Ord Wild, that agreement was withdrawn.

The property is currently owned but the United States and is in the process of clearance by State and Federal authorities to transfer to the Fort Ord Reuse Authority (FORA). Upon receipt, FORA is then required to transfer the property to the City of Seaside. At this time, FORA will create the ~4.98 acre parcel indicated in the attached legal description. Because this process can take up to nine months, the ENA must be extended to move the project forward.

The ENA includes provisions for the Developer to reimburse the City for any costs in entitling the project. In addition, the Developer is required to indemnify the City against any future legal challenges. Extending the ENA will allow the City and the Developer move towards a Purchase and Sale Agreement that can be executed as soon as the described parcel is created.

FISCAL IMPACT

Entering into this ENA will not have a fiscal impact on the City. The City will receive one half of the proceeds of the eventual sale should a Purchase and Sale Agreement be agreed upon and should the sale close.

ATTACHMENTS

1. RESO-GLOVER ENA II
 2. Amended ENA
-

Reviewed for Submission to the
City Council by:



Craig Malin, City Manager

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEASIDE

AUTHORIZING THE CITY MANAGER TO EXECUTE AN AMENDED AND EXTENDED EXCLUSIVE NEGOTIATING AGREEMENT BETWEEN THE CITY OF SEASIDE AND GLOVER ENTERPRISES, A LOCAL DEVELOPMENT COMPANY, FOR THE PURPOSE OF CONSIDERING THE REDEVELOPMENT OF THE NURSES' BARRACKS STRUCTURES

WHEREAS, on July 11, 2017, Staff received an unsolicited proposal from Glover Enterprises, a local developer, to redevelop the Nurses' Barracks structures located near the Department of Defense building located at the intersection of Parker Flats Cutoff Road and Gigling Road;

WHEREAS, on September 21, 2017, the City approved the execution of an Exclusive Negotiating Agreement between the City of Seaside and Glover Enterprises executed by Glover Enterprises on September 27, 2017;

WHEREAS, the property is expected to transfer to the City of Seaside sometime in early or mid-2019;

WHEREAS, the Developer would like to purchase approximately a five (5) acre site where the two former Nurses' Barracks structures are located;

WHEREAS, the Amended and Extended Exclusive Negotiating Agreement will provide adequate time for the developer to complete their due diligence, complete any required entitlement actions including CEQA analysis, and allow time to negotiate a final sales contract; and

WHEREAS, the Amended and Extended Exclusive Negotiating Agreement will also allow the City time to develop an agreement with the Fort Ord Reuse Authority.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Seaside hereby authorizes the City Manager to enter into an Amended and Extended Exclusive Negotiating Agreement with Glover Enterprises for the purpose of considering the redevelopment of the Nurses' Barracks structures.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Seaside duly held on the 20th day of September, 2018, by the following vote:

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

ATTEST:

Ralph Rubio, Mayor

Lesley Milton-Rerig, City Clerk

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEASIDE AUTHORIZING THE CITY MANAGER TO EXECUTE AN AMENDED AND EXTENDED EXCLUSIVE NEGOTIATING AGREEMENT BETWEEN THE CITY OF SEASIDE AND GLOVER ENTERPRISES, A LOCAL DEVELOPMENT COMPANY, FOR THE PURPOSE OF CONSIDERING THE REDEVELOPMENT OF THE NURSES' BARRACKS STRUCTURES

WHEREAS, on July 11, 2017, Staff received an unsolicited proposal from Glover Enterprises, a local developer, to redevelop the Nurses' Barracks structures located near the Department of Defense building located at the intersection of Parker Flats Cutoff Road and Gigling Road;

WHEREAS, on September 21, 2017, the City approved the execution of an Exclusive Negotiating Agreement between the City of Seaside and Glover Enterprises executed by Glover Enterprises on September 27, 2017;

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WHEREAS, the Developer would like to purchase approximately a five (5) acre site where the two former Nurses' Barracks structures are located;

WHEREAS, the Amended and Extended Exclusive Negotiating Agreement will provide adequate time for the developer to complete their due diligence, complete any required entitlement actions including CEQA analysis, and allow time to negotiate a final sales contract; and

WHEREAS, the Amended and Extended Exclusive Negotiating Agreement will also allow the City time to develop an agreement with the Fort Ord Reuse Authority.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Seaside hereby authorizes the City Manager to enter into an Amended and Extended Exclusive Negotiating Agreement with Glover Enterprises for the purpose of considering the redevelopment of the Nurses' Barracks structures.

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

AYES - COUNCILMEMBERS:

NOES - COUNCILMEMBERS:

ABSENT - COUNCILMEMBERS:

ABSTAIN - COUNCILMEMBERS:

SO ORDERED:

ATTEST:

Ralph Rubio, Mayor

Lesley Milton, City Clerk

AMENDED AND EXTENDED EXCLUSIVE NEGOTIATING AGREEMENT

This AMENDED AND EXTENDED EXCLUSIVE NEGOTIATING AGREEMENT ("ENA") is dated as of _____, 20__ (the "Effective Date") and is entered into by and between the CITY OF SEASIDE, a municipal corporation, (the "City") and Alfred Glover DBA Glover Enterprises, a sole proprietorship (the "Developer"). The City and the Developer are sometimes individually referred to as a "Party" and are sometimes collectively referred to as the "Parties." This Exclusive Negotiating Agreement supersedes in its entirety the Exclusive Negotiating Agreement entered into by the Parties on September 27, 2017.

R E C I T A L S

A. The land in the City of Seaside, California, depicted on the "Site Map" attached hereto as Attachment No. 1 (the "Site") is currently owned by the Fort Ord Reuse Authority and is anticipated to be transferred to the City of Seaside in 2019.

B. The City has received a proposal from Developer for the purchase of 4.98 acres of land on the Site and the renovation of the Nurses' Quarters, Buildings 4386 and 4387 (the "Project"). FORA and the City will enter into an agreement allowing the Developer to plan and develop the Project during the transfer process. The City and Developer will also enter into an agreement allowing the Developer to plan and develop the Project during the transfer. The City, upon Project completion and all final inspections, will issue a Certificate of Occupancy regardless if the title transfer to the City has been completed.

C. After considering the proposal of the Developer the City has instructed the City's staff to proceed with this ENA between City and Developer to negotiate with each other on an exclusive basis to establish the terms and conditions of a Purchase and Sale Agreement (the "Agreement") that would result in the Developer's acquisition and development of the Site.

D. The Developer and the City are willing to enter into this ENA setting forth, among other things, the terms pursuant to which the City will negotiate with the Developer on an exclusive basis for a specified period regarding the terms of the Agreement.

E. Through the ENA Period as defined below, staff, consultants and attorneys of the City will devote substantial time and effort in meeting with the Developer and its representatives, reviewing proposals, plans and reports, and negotiating and preparing the terms of this ENA and the Agreement.

NOW, THEREFORE, the Parties hereto agree as follows:

1. The term of this ENA shall commence on the date hereof and shall end on the earlier of: (i) the date that is one (1) calendar year after the date of this ENA, as may be extended by the City Manager under this Section 1, or (ii) the date on which the City terminates this ENA as provided in Section 2 below (the "ENA Period"). Provided that the Developer is not in default under this ENA and the City has not terminated this ENA pursuant to Section 2 below, the ENA period may be extended by the mutual written agreement of Developer and the City Manager of the City (acting for the City) for five (5) calendar months and then for three (3) calendar months; provided, however, that the City Manager may only grant an extension if: (i)

the Developer is not then in default under this ENA (including, without limitation, Section 7 below); (ii) there are no material issues remaining to be resolved with respect to the Agreement; and (iii) the applicable extension is necessary only to complete the CEQA Documents (as defined in Section 8 below) and then obtain City Council approval of the Agreement, which approval may be given or withheld in the City's sole and absolute discretion.

2. The City may terminate this ENA if the Developer should fail to comply with or perform any provisions of this ENA, or if progress is not being made in negotiations hereunder, as determined by City in good faith but in its sole and absolute discretion.

3. If the Developer and the City staff have not fully negotiated and agreed upon the terms of the Agreement prior to the end of the ENA Period, then this ENA shall automatically terminate and, except as expressly provided herein, neither party hereto shall have any further rights or obligations under this ENA. In no event shall any such negotiated Agreement become effective unless duly approved by the City Council after compliance with the California Environmental Quality Act and all other applicable laws.

4. During the ENA Period (as extended under Section 1, if applicable), the City shall not negotiate with any person or entity other than the Developer for the sale, lease or development of the Site.

5. The Developer shall deliver the materials and information identified on Attachment No. 2 hereto to the City within the times set forth on Attachment No. 2. At the beginning of each calendar month during the ENA Period (as extended under Section 1, if applicable), Developer shall provide a written report to the City describing in reasonable detail the Developer's activities with respect to the Project during the preceding calendar month.

6. During the ENA Period (as extended under Section 1, if applicable), the City shall use good faith efforts to complete , or cause to be completed, the matters set forth in Attachment No. 3 hereto.

7. Developer shall reimburse City for its actual out-of-pocket costs and expenses, including legal fees and costs, incurred in preparing this ENA and fulfilling its obligations under this ENA from the date hereof, including, but not limited to: (i) the cost of developing, reviewing and processing any general plan amendments and/or specific plan amendments for the Site; (ii) the cost of preparing, reviewing and processing the CEQA Documents as defined in Section 8 below; (iii) the costs of staff review of Developer submittals and the costs of consultants retained by City in connection with the Agreement or Project, including without limitation, attorneys' fees and costs, at the rates set forth on Attachment No.4; and (iv) the cost of negotiation and preparing the Agreement (collectively the "Reimbursable Costs"). Concurrently with its execution of this ENA Developer shall deposit with the City the sum of Twenty-Five Thousand and No/100 Dollars (\$25,000.00), and on or before the date that is six (6) calendar months after the date of this ENA, Developer shall deposit with City an additional Twenty Thousand and No/100 Dollars(\$20,000.00) (the "Reimbursement Funds"). The Reimbursement Funds may be used and applied from time to time by the City to pay itself for Reimbursable Costs not otherwise paid or reimbursed by the Developer. The Developer shall deposit with the City funds sufficient to replenish the Reimbursement Funds held by City within ten (10) days after written demand by the City with a description of the costs paid from the Reimbursement Funds (unless previously described in writing to Developer). Any remaining

amount of the Reimbursement Funds shall be delivered to the Developer along with a final accounting of the City's application of the Reimbursement Funds within thirty (30) business days after the earlier of: (i) the execution of the Agreement by the Parties, or (ii) the termination of this ENA. The provisions of this Section shall survive the expiration or earlier termination of this ENA. Notwithstanding anything to the contrary in this ENA, express or implied, City shall have the right in its sole and absolute discretion to cease evaluation of submittals relating to the Project, stop any other staff work and/or work of its consultants and stop negotiating or discussing the Project and/or Agreement, in whole or in part, in the event that City determines that the sums then on deposit with City are not sufficient to pay for all of the projected/established Reimbursable Costs projected/estimated by City.

8. The City and Developer acknowledge that all applicable requirements of the California Environmental Quality Act ("CEQA") must be met in order to execute and deliver the Agreement and develop the Site and that this may require an environmental impact report, supplemental environmental impact report and/or other reports or analyses for CEQA purposes (collectively, the "CEQA Documents"). The Developer will, at its cost, fully cooperate with the City in the City's preparation of the CEQA Documents as the lead agency for the CEQA Documents.

9. Developer acknowledges that: (a) if the Site or any portion thereof was part of the former Fort Ord, prevailing wages shall be paid in connection with the development of, and construction on, the Site by Developer, and any transferee of Developer, pursuant to Section 2(a) of the Implementation Agreement between City of Seaside and the Ford Ord Reuse Authority and Section 3.03.090 of the Fort Ord Reuse Authority Master Resolution described therein; (b) prevailing wages may otherwise be required to be paid if the City provides any financial assistance to the Developer in connection with the Project or as determined by the California Department of Industrial Relations.

10. Developer acknowledges that Developer shall be required to comply with, and to cause its contractors, subcontractors, tenants to comply with, the City's Local First Source Recruitment Policy, a copy of which is available from City staff, and to give preference to contractors in the City and then to contractors in the County.

11. The Developer shall bear all costs and expenses of any and all title, environmental, physical, engineering, financial, and feasibility investigations, reports and analyses and other analyses or activities performed by or for the Developer.

12. The Developer and the City understand and agree that neither Party is under any obligation whatsoever to enter into an Agreement. In the event of the expiration or earlier termination of this ENA, the City shall be free at the City's option to negotiate with any persons or entities with respect to the sale, lease and development of the Site.

13. The Developer shall indemnify, defend with legal counsel acceptable to the City, and hold harmless the City from any and all costs, expenses, losses, claims, liabilities, damages and causes of action arising out of Developer's entering into or performing this ENA and/or Developer's failure to perform any obligation of Developer under this ENA. The Developer's obligations under the preceding sentence shall survive the expiration or earlier termination of this ENA. The City agrees to pay for the City's independent legal representation should the City participate with Developer in defending any claim against the City arising from

Developer's entering into or performing pursuant to this ENA, or Developer's failure to perform any obligation pursuant to this ENA.

14. The Developer represents and warrants that its undertakings pursuant to this ENA are for the purpose of development of the Site and not for speculation in land, and the Developer recognizes that in view of the importance of the redevelopment of the Site to the general welfare of the community the qualifications and identity of the Developer and its principals are of particular concern to the City; therefore, this ENA may not be assigned by the Developer without the prior express written consent of the City in its sole and absolute discretion.

15. Any notice, request, approval or other communication to be provided by one Party to the other shall be in writing and provided by certified mail, return receipt requested, or a reputable overnight delivery service (such as Federal Express) and addressed as follows:

If to the Developer:

Glover Enterprises
P.O. Box 957
Seaside, CA 93955

If to the City:

City of Seaside
440 Harcourt Avenue
Seaside, CA 93955
Attn: City Manager

Notices shall be deemed delivered: (i) if sent by certified mail, then upon the date of delivery or attempted delivery shown on the return receipt; or (ii) if delivered by overnight delivery service, then one (1) business day after delivery to the service as shown by records of the service.

16. For purposes of the negotiations contemplated by this ENA, the Developer's representative shall be Alfred P. Glover (Phone: (831)596-7454; Email: (APG06@aol.com)) and the City's representative shall be Kurt Overmeyer (Phone: (831)899-6839; Email: kovermeyer@ci.seaside.ca.us).

17. This ENA constitutes the entire agreement of the Parties hereto with respect to the subject matter hereof. There are no agreements or understandings between the Parties and no representations by either Party to the other as an inducement to enter into this ENA, except as expressly set forth herein. All prior negotiations between the Parties are superseded by this ENA. Neither the City nor its officers, members, staff or agents have made any representations, warranties or promises to the Developer other than as expressly set forth herein.

18. This ENA may not be altered, amended or modified except by a writing duly approved and executed by all Parties.

19. If any Party should bring any legal action or proceeding relating to this agreement or to enforce any provision hereof, or if the Parties agree to arbitration or mediation relating to this ENA, the Party in whose favor a judgment or decision is rendered shall be entitled to recover reasonable attorneys' fees and expenses from the other. The Parties agree that any legal action or proceeding or agreed-upon arbitration or mediation shall be filed in and shall occur in the County of Monterey.

20. The interpretation and enforcement of this ENA shall be governed by the laws of the State of California.

21. Time is of the essence of each and every provision hereof in which time is a factor.

22. This ENA may be executed in counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same ENA.

IN WITNESS WHEREOF, the Parties hereto have executed this ENA as of the day and year first written above.

CITY:

CITY OF SEASIDE

By: _____

Mayor

Attest:

City Clerk

DEVELOPER:

a _____

By: _____
Print Name: _____
Title: _____

ATTACHMENT NO. 1

SITE MAP

(Attached)

ATTACHMENT NO. 2

SPECIFIC DEVELOPER TASKS

1. Within One (1) calendar month after the date of this ENA, Developer shall deliver the following items for City staff review and approval:
 - i) Preliminary site plan and revised architectural concept drawings identifying the location, general configuration traffic circulation, and proposed design characteristics of the Project.
 - ii) Conceptual development program ("Development Program") for the Project that include a breakdown of the proposed scope of development including a range of building square feet by land use and acreage by land use, improvements, approximate number and mix of any residential units, any affordable housing units by level of affordability, proposed public parks/amenities, circulation acreage, and other general uses.
 - iii) Detailed market analysis for the Project demonstrating the marketability of the proposed conceptual development program. If appropriate, the findings of the market study may be used to modify and refine the development concept.
2. Within Four (3) calendar months after the date of this ENA, Developer and City staff shall determine the likely type and schedule for obtaining entitlements necessary for construction of the Project including, but not limited to, discretionary permits.
3. Within Six (3) calendar months after the date of this ENA, Developer shall deliver to City for City staff review and approval, a preliminary financing plan for the proposed Project.
4. Within Six (3) calendar months after the date of this ENA, Developer shall submit to City a schedule of development setting forth the proposed timetable for the commencement, substantial completion and final completion of the Project (the "Development Schedule").
5. Within Three (3) calendar months after the date of this ENA, Developer shall obtain and review a preliminary report for the Site from a title company selected by Developer and copies of the documents listed as title exceptions therein and shall deliver copies of the reports and documents to City together with a written description of any objections Developer may have to any of the title exceptions (and the rationale for the objections), it being understood that Developer shall have the right under the Agreement to perform/obtain an ALTA survey at Developer's cost and reasonably object to items (and locations of title exceptions) disclosed by such survey.

Prior to execution of the Agreement, the Developer shall submit to the City for its review and approval all organizational documents for the entities signing the documents (and, to the extent requested by City, information, certifications and/or documents relating to the ownership, control and signing authority of the direct and indirect owners, members or partners of each such entity).

ATTACHMENT NO. 3

SPECIFIC CITY TASKS

1. Within thirty (30) days after the Effective Date, City shall provide to Developer copies of all currently existing plans, studies and other written information regarding the Site in the possession of the City, to the extent not previously delivered to Developer and to the extent material to the Project. Thereafter, the City shall promptly provide to Developer within ten (10) days after receipt thereof copies of all plans, studies and other written information material to the Project which are received by the City.
2. As soon as they are available, the City shall provide the Developer with copies of contracts entered into between the City and its consultants for the Project. Developer shall have the right to review and provide input to any and all consultant contracts procured on its behalf prior to execution by the City.
3. Within three (3) months after the date of this ENA, Developer and City staff shall determine the likely type and schedule for obtaining entitlements necessary for construction of the Project including, but not limited to, the Discretionary Permits.
4. City shall use good faith efforts to diligently prepare and process the required CEQA Documents. City agrees to submit a CEQA status report to the Developer monthly during the term of this ENA or as mutually determined by the Parties.
5. City and City staff will review the Developer's development application and other submissions in a timely manner.
6. On or before October 31, City shall provide an initial draft of the Agreement to Developer and shall thereafter revise the draft Agreement to the extent reasonably permitted by the Agreement negotiations.
7. No consents, approvals or comments by City staff or City staff shall diminish, affect or waive either: (i) rights of the City to later impose conditions and requirements under CEQA; (ii) the rights of the City not to approve the Agreement; (iii) the City's governmental rights, powers and obligations.

ATTACHMENT NO. 4

STAFF HOURLY RATES

(Attached)

ATTACHMENT NO. 1

SITE MAP

(Attached)

LEGAL DESCRIPTION
Lease Area for the Parker Flats Apartments
Parker Flats Cut-Off Road, Seaside, CA

That certain real property situate in the City of Seaside, County of Monterey, State of California, shown as a portion of Parcel B on that map filed February 13, 2008 in Volume 29 of Surveys at Page 106, Official Records of Monterey County, California, being more particularly described as follows:

Beginning at the southerly terminus of the course shown as N 42° 00' 00" E, 367.65' on the westerly boundary of said Parcel B; thence from said Point of Beginning,

- 1) along said westerly boundary of said Parcel B, North 42° 00' 00" East, 367.65 feet; thence,
- 2) along said northerly boundary of said Parcel B, South 68° 35' 00" East, 295.00 feet; thence,
- 3) leaving the boundary of said Parcel B, South 13° 26' 28" West, 226.13 feet; thence,
- 4) South 36° 11' 28" West, 377.94 feet; thence,
- 5) North 53° 48' 32" West, 433.63 feet to a point 16.00 feet easterly, measured at right angles, from the westerly side of said Parcel B; thence,
- 6) North 22° 22' 00" East, 132.36 feet to a point on the northerly boundary of said Parcel B; thence,
- 7) 14.84 feet along the arc of a curve described from a radius point that bears North 77° 38' 00" West, 828.00 feet, through a central angle of 1° 01' 38" to a point on the northerly boundary of said Parcel B; thence,
- 8) along the northerly boundary of said Parcel B, South 56° 19' 00" East, 59.08 feet to the Point of Beginning.

Containing 4.9800 acres.

TOGETHER WITH AN EASEMENT for ingress, egress and utility purposes over, across and under the southerly 50.00 feet, measured at right angles, or Parcel 5 as said Parcel 5 is shown on that map filed January 9, 1998 in Volume 21 of Surveys at Page 83, Official Records of Monterey County, California,



2/20/2018

EXHIBIT "B"

PARCEL 6
21 SURVEYS 83

PARCEL 5
21 SURVEYS 83

LEASE AREA
4.980 ACRES

50 FOOT WIDE ACCESS
AND UTILITY EASEMENT
ACROSS PARCEL 5

P.O.B.

SCALE: 1" = 100'

PARCEL S, "EDC 18.13"
29 SURVEYS 106

PARCEL B
29 SURVEYS 106



PREPARED BY
MONTEREY BAY ENGINEERS, INC.
607 CHARLES AVENUE, SUITE B
SEASIDE, CA 93955
(831) 899-7899

2/20/2018

ATTACHMENT NO. 2

SPECIFIC DEVELOPER TASKS

1. Within One (1) calendar month after the date of this ENA, Developer shall deliver the following items for City staff review and approval:
 - i) Preliminary site plan and revised architectural concept drawings identifying the location, general configuration traffic circulation, and proposed design characteristics of the Project.
 - ii) Conceptual development program (“Development Program”) for the Project that include a breakdown of the proposed scope of development including a range of building square feet by land use and acreage by land use, improvements, approximate number and mix of any residential units, any affordable housing units by level of affordability, proposed public parks/amenities, circulation acreage, and other general uses.
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ATTACHMENT NO. 4

STAFF HOURLY RATES

(Attached)

CITY OF SEASIDE - Resource Management Services Department		
Cost Reimbursement Billing Rates - July 1, 2016 through December 31, 2016		
NAME	FULLY BURDENED HOURLY BILLING RATE (FY 2016-2017)	INDIRECT * COST ALLOCATION RATE (FY 2016-2017)
Resources Management Services Administration, Includes planning & Econ Dev		
DAVE FORTUNE 01-0046	\$ 90.21	11.37%
LEE MURRAY 01-1004	\$ 58.67	11.37%
KURT OVERMYER 01-1113	\$ 69.67	11.37%
STEARNS, GLORIA 01-1116	\$ 61.73	11.37%
SHARON MIKESELL 01-1014	\$ 58.73	11.37%
RICK MEDINA 01-0094	\$ 75.36	11.37%
Engineering Services:		
RICK RIEDL 01-0713	\$ 93.40	17.59%
SCOTT OTTMAR 01-0770	\$ 66.38	17.59%
LESLIE LLANTERO 01-0145	\$ 73.86	17.59%

* The indirect cost allocation amount is billed as a separate line item. It is an allowable reimbursement cost per the City of Seaside Full Cost Allocation Plan, which was prepared by Mahoney & Associates Consulting, LLC.



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 10.B.

TO: City Council

FROM: Craig Malin, City Manager

BY: Rick Riedl, City Engineer

DATE: September 20, 2018

**SUBJECT: CONSIDER ADOPTION OF A RESOLUTION ADOPTING THE
ACTIVE TRANSPORTATION PLAN**

PURPOSE & RECOMMENDATION

The purpose of this item is to consider the adoption of the Active Transportation Plan from the Transportation Agency of Monterey County (TAMC). It is recommended that the Council approve a resolution adopting TAMC's Active Transportation Plan (ATP).

BACKGROUND

Discussion:

The 2018 Transportation Agency for Monterey County Active Transportation Plan is an update of the 2011 Bicycle and Pedestrian Master Plan, which identified all existing and proposed bicycle and pedestrian facilities in Monterey County. The goal of the Monterey County Active Transportation Plan is to meet State's Plan guidelines, document existing conditions for biking and walking in the County, identify bike and pedestrian safety issues, identify high priority bicycle and pedestrian projects, and identify opportunity sites for innovative bicycle facility design, and designating areas for enhanced regional and local connectivity. Chapter 5.12 of the ATP, which discusses the bicycle and pedestrian facilities in the City of Seaside, is given as Attachment 1.

Public Outreach:

The development of this Plan started in 2016. In May 2016, Committee members from the Bicycle and Pedestrian Committee and the Technical Advisory Committee participated in a mapping activity to identify bicycle and pedestrian improvements throughout Monterey County. In August 2016, Committee members provided input on the list of projects identified in the May mapping exercise. From September to December 2016, TAMC staff set up an online mapping public input tool. Members of the public were able to provide feedback on: barriers to bicycling/walking, routes that they currently walk/bike, and routes that they would like to bike/walk if improvements were made. Approximately 300 people submitted 430 comments via

the Wikimapping tool.

Plans, Proposed Projects and Ranking:

Following the public outreach phase for this Plan, TAMC staff met with city and county staff to review the comments received during the public outreach phase and to discuss city priorities. TAMC staff then developed draft ranked project lists for each of the Monterey County jurisdictions based on criteria that mirrors State Active Transportation Program grant scoring criteria with input from the Bicycle and Pedestrian Committee and the Technical Advisory Committee. The Plan identified sidewalk gaps, pedestrian intersection improvements, bike lane, bike path and bike route improvements to help create a more complete network.

Based on the scoring criteria, with local input, staff developed a ranked, draft project list for all the proposed active transportation plan improvements. Alta Planning + Design developed maps showing existing and proposed improvements for each of the jurisdictions and the County's unincorporated communities. An interactive map of the projects as well as draft ranked project lists for the cities and the County of Monterey are posted on the Active Transportation Plan website:

<http://www.tamcmonterey.org/programs/bike-pedestrian/bike-ped-plan/>

TMAC staff received input on the prioritized project lists, which is summarized in the executive summary of the Active Transportation Plan (see Attachment 2). TAMC staff also conferred with local jurisdictions on potential projects to be submitted as candidates for the competitive State Active Transportation Program. The projects identified as regional priorities are those that scored in the top 25% of all projects countywide.

Environmental Review:

The Environmental Impact Report for the Regional Transportation Plan and Metropolitan Transportation Plan/Sustainable Communities Strategy provides program level CEQA review for the Active Transportation Plan. Further environmental review will be needed at the project-level as the proposed improvements are implemented in order to develop appropriate mitigation for individual projects.

Next Steps:

Alta Planning + Design is developing conceptual designs, planning-level cost estimates and photo renderings for the high-priority projects listed in the attached executive summary. TAMC staff are working with city staff to finalize these plans and will help prepare grant funding applications for this cycle of grants.

FISCAL IMPACT

There is no fiscal impact in adopting the Active Transportation Plan. The Plan will allow projects to be more competitive for grant funding, such as the State's Active Transportation Program and the Caltrans Sustainable Communities grants.

ATTACHMENTS

1. Chapter 5.12- Seaside
 2. Executive Summary
 3. Resolution
-

Reviewed for Submission to the
City Council by:



Craig Malin, City Manager



2018 Monterey County Active Transportation Plan

5.12 Seaside

Demographic Profile

The City of Seaside is in the Monterey Peninsula with a population of 34,165 people, as reported by the California Department of Finance 2017 data. Seaside is a young and diverse city. The median age in Seaside is 31, which is slightly younger than the median age of 33 countywide. Approximately 17% of Seaside's population is younger than 18 years old¹. Seaside was home to the former Fort Ord, and currently is home to the most ethnically diverse population in the County: 48% of whom are white, 43% Latino, 10% Asian, 9% African American.

Disadvantaged Communities

Active transportation investments are particularly crucial for disadvantaged communities, as these tend to have higher walking and bicycling mode shares. Approximately 5,000 Seaside residents live in a disadvantaged neighborhood where 60% of households live in poverty, 17% of households do not have access to a car, and 53% have no high school education².

Safety Profile

In the City of Seaside, from 2010 to 2016, bicycle and pedestrian collisions made up a significant number of all collisions. Of the 428 collisions in the City of Seaside between 2010 and 2016 there were 99 collisions that involved bicyclists and pedestrians. Meaning that bicyclists and pedestrians accounted for 23% or

nearly 1 out of every 5 collisions. This is alarming given the fact that bicycling and walking mode shares in Seaside are approximately 1.3% and 3.1% respectively³. Another alarming statistic is that bicyclists and pedestrians accounted for 29% of all fatal and severe injury collisions during this same analysis period.



The following charts and maps provide a detailed statistical profile of bike and pedestrian collisions from 2010 to 2016 based on data from the UC Berkeley Traffic Injury Mapping System. Blank fields in the charts represent values of zero. A chart showing non-pedestrian and non-bicycle collisions is also presented to provide context for the analysis during this time.

¹ Census American Community Survey 2012-2016 Commuting Characteristics Estimates, Table S0101

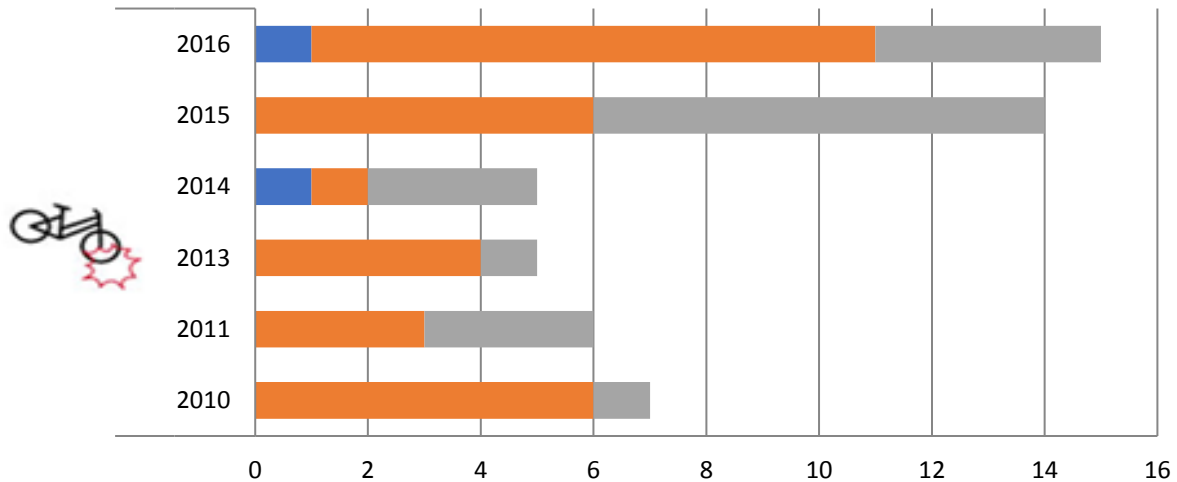
² California Health Disadvantage Index:
<http://phasocal.org/ca-hdi/>

³ Census American Community Survey 2012-2016 Commuting Characteristics Estimates, Table S0801



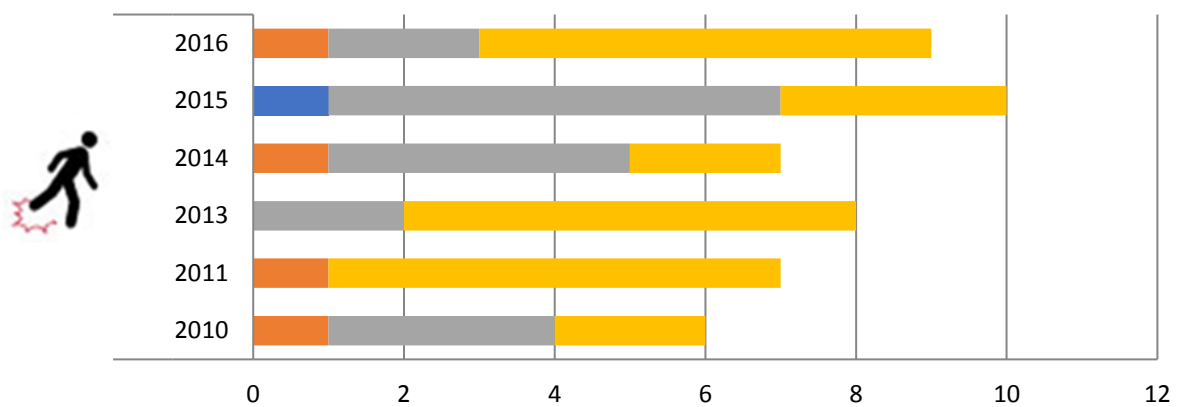
2018 Monterey County Active Transportation Plan

Bicycle Collisions by Injury Severity: 2010 - 2016



	Y					
	2010	2011	2013	2014	2015	2016
2-Severe Injury				1		1
3-Complaint of Pain	6	3	4	1	6	10
4-Other Visible Injury	1	3	1	3	8	4

Pedestrian Collisions by Injury Severity: 2010 - 2016

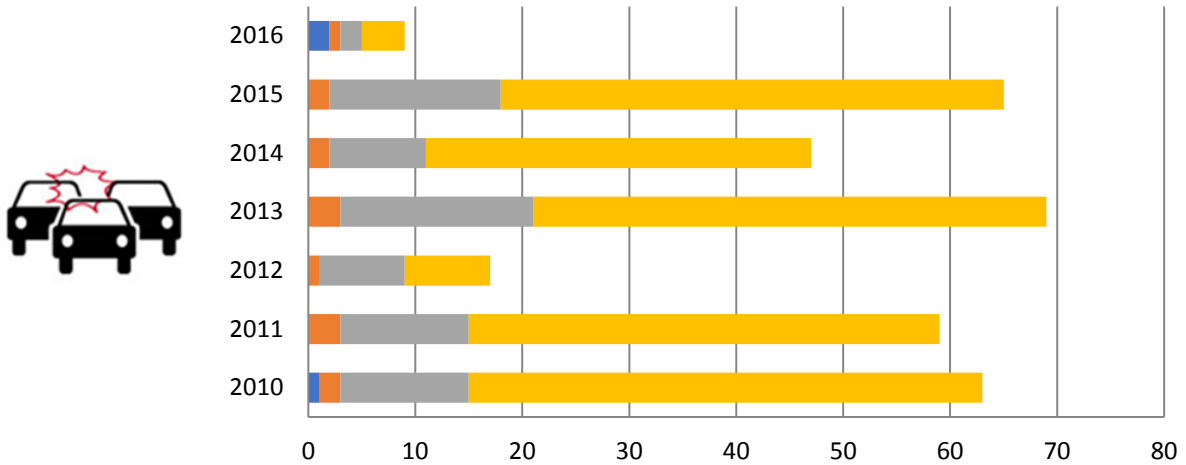


	Y					
	2010	2011	2013	2014	2015	2016
1-Fatality					1	
2-Severe Injury	1	1		1		1
3-Other Visible Injury	3		2	4	6	2
4-Complaint of Pain	2	6	6	2	3	6

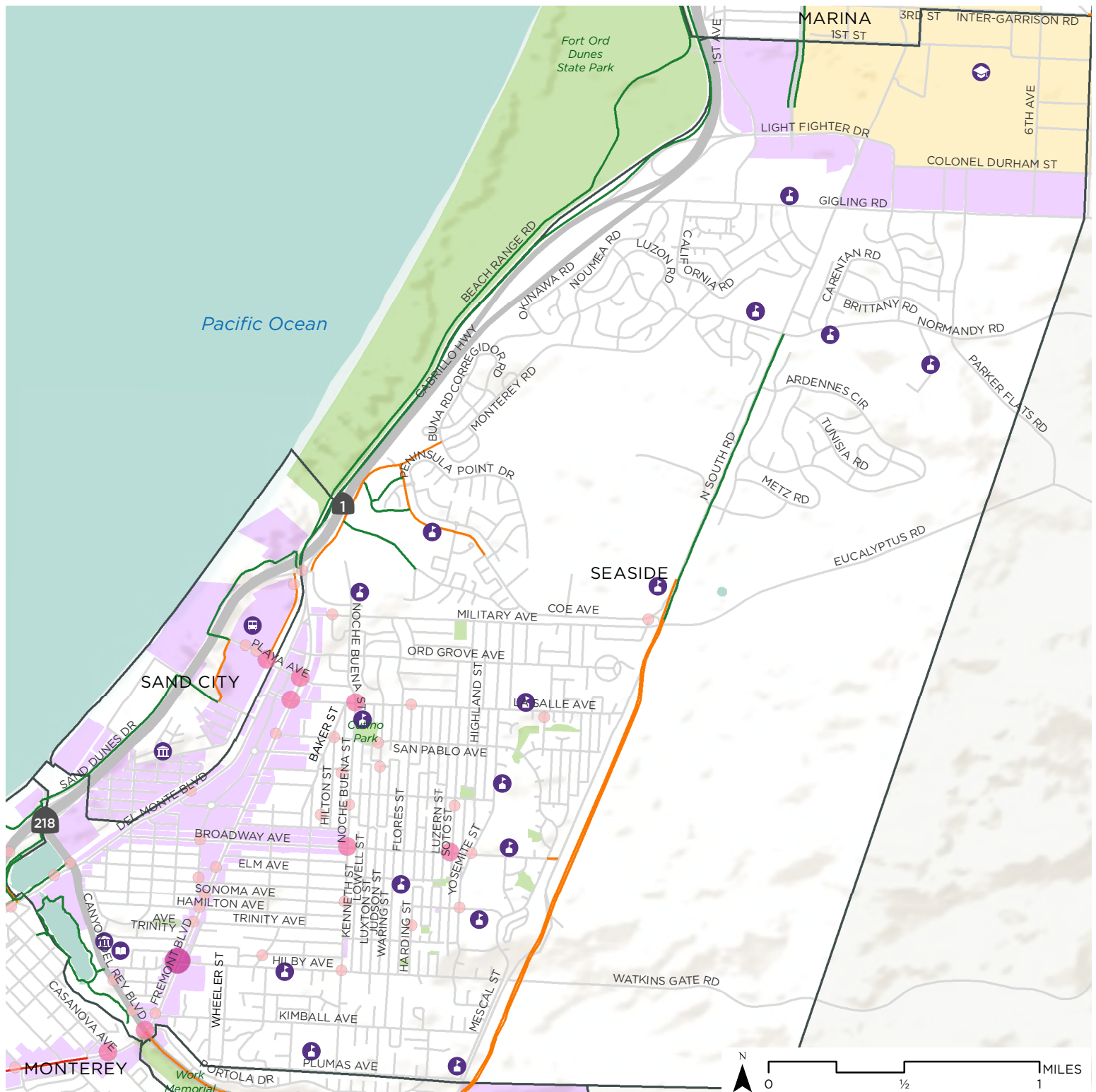


2018 Monterey County Active Transportation Plan

Vehicle Collisions by Injury Severity: 2010 - 2016



	2010	2011	2012	2013	2014	2015	2016
1- Fatality	1						2
2-Severe Injury	2	3	1	3	2	2	1
3-Other Visible Injury	12	12	8	18	9	16	2
4-Complaint of Pain Injury	48	44	8	48	36	47	4



Seaside and Sand City

Monterey County Active Transportation Plan

Existing Bikeways

- Class I Shared Use Path
- Class II Bike Lane
- Class III Bike Route

Points of Interest

- K-12 School
- College/University
- City Hall
- Transit Center
- Public Library

Land Use

- Park/Open Space
- Cal State Monterey Bay
- Commercial Area
- City Boundary

Uphill bikeway
(Slope > 4%)

Pedestrian Collisions

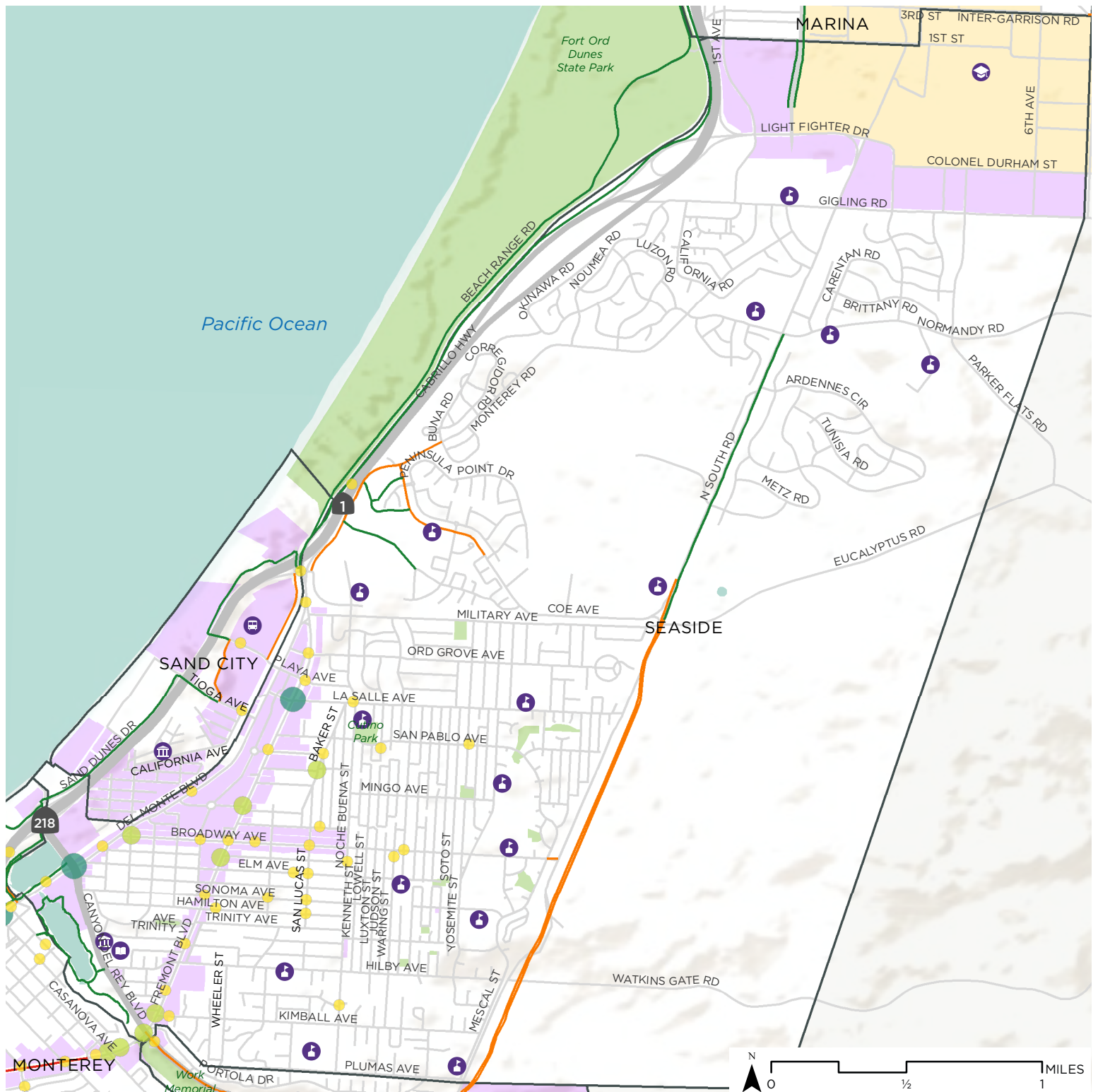
- 1
- 2 - 3
- 4 - 6



Data provided by
Monterey County TAMC,
UC Berkeley TIMS 2010-2016.
Terrain data by ESRI, NOAA.

Map produced October 2017
by Alta Planning + Design.





Seaside and Sand City

Monterey County Active Transportation Plan

Existing Bikeways

- Class I Shared Use Path
- Class II Bike Lane
- Class III Bike Route

Points of Interest

- K-12 School
- College/University
- City Hall
- Transit Center
- Public Library

Land Use

- Park/Open Space
- Cal State Monterey Bay
- Commercial Area
- City Boundary

Uphill bikeway
(Slope > 4%)

Bicycle Collisions

- 1
- 2
- 3 - 5



Data provided by
Monterey County TAMC,
UC Berkeley TAMS 2010-2016.
Terrain data by ESRI, NOAA.

Map produced October 2017
by Alta Planning + Design.

Packet Page 177





2018 Monterey County Active Transportation Plan

Plans, Programs & Policies

This Active Transportation Plan builds on the goals, policies, objectives and programs of other Seaside Plans. The bicycle and pedestrian improvements identified in the City's Plans are included in this Active Transportation Plan.

Seaside General Plan

Seaside adopted its most current General Plan in 2003, and is currently in the process of updating its General Plan. The Seaside 2040 Plan is the General Plan update, currently in draft form has the following guiding principles and strategies that support the projects in this Plan include:

- **Guiding Principle 11 An Active City:** The City provides high-quality, safe community and recreational facilities, parks, and open spaces to meet recreational and social needs of youth and adults.
- **Guiding Principle 13 A city with a focus on active transportation:** Seaside supports a multi-modal transportation network that enhances neighborhood connectivity and provides opportunities for active transportation and complete streets.
- **Strategy 14 Create a multimodal network of complete streets:** The General Plan envisions a citywide network of "Complete Streets" that meet the needs of all users, including bicyclists, children, persons with disabilities, drivers, movers of commercial goods, pedestrians, public transportation, and seniors.

- **Strategy 15 Construct a complete bicycle network:** The General Plan builds on the existing regional and local planned bikeway network, identifying new on-street bike lanes, off-street bike paths, and separated cycle tracks to increase the convenience and use of cycling as a daily form of transportation.

Canyon Del Rey Boulevard (State Route 218) Corridor Study

Seaside is partnering with the City of Del Rey Oaks, TAMC and Caltrans to conduct a corridor study of Canyon Del Rey Boulevard from Hwy 68 to Hwy 1. The goal of the Corridor Study is to engage the community, identify bike and pedestrian improvements to the corridor, analyze the impacts of relinquishment, and conduct technical traffic modeling analysis necessary to identify short and long-term improvements for the corridor.

Because this Corridor Study is under development, additional complete street improvements beyond those listed here may be planned and implemented.

Seaside and Marina Safe Walking and Biking to School Plan

The Seaside and Marina Safe Biking and Walking to School Plan is a partnership between the Cities of Marina, Seaside, TAMC, the Monterey County Health Department, and Ecology Action. The Safe Walking and Biking Plan will provide the cities of Marina and Seaside with a comprehensive approach and tools to reduce the barriers to walking, biking, taking the bus and carpooling to school. This plan will provide the basis for future investments in



2018 Monterey County Active Transportation Plan

infrastructure by the local Measure X Safe Routes to Schools program, the SB 1 local road rehabilitation program, and the infrastructure portion of the Active Transportation Program.

This Safe Walking and Biking Plan will kick-off in 2018, and will result in additional projects beyond those listed here.

Multi-jurisdictional Coordination

Seaside's proximity to the cities of Marina, Del Rey Oaks, Monterey, CSU Monterey Bay, and the former Fort Ord lands make coordination with these jurisdictions and other special districts crucial to the success of implementing the improvements identified here. Additionally, the north side of Seaside requires coordination and approvals from the Army.

Public Comments

In addition to including projects identified in other City of Seaside Plans, the improvements included in the Active Transportation Plan draw from this Plan's extensive public outreach campaign. The following table describes the comments received from the TAMC Bicycle and Pedestrian Committee, the TAMC Technical Advisory Committee and through public participation via the online Wikimapping tool.

 Pedestrian Improvements
• Pedestrian and bicyclist connectivity improvements between Fremont Blvd & the Monterey Bay Sanctuary Scenic Trail • Pedestrian visibility intersection improvements at Kimball Ave & Fremont Blvd

 Bicycling Improvements
• Physically protected bike lanes or bike path along General Jim Moore Blvd • Bike lanes at: ○ Ord Ave ○ Noche Buena St ○ Kenneth St ○ Fremont Blvd ○ Del Monte Blvd ○ Broadway Ave ○ Hillby Ave ○ Mescal St ○ Plumas Ave • Cycletrack on Divarty St



2018 Monterey County Active Transportation Plan

Proposed Projects

The following table represents recommended active transportation projects. The projects are ranked based on their priority within the City of Seaside. There were a few bicycle projects added after the ranking exercise that are noted as “unranked” in this list.

Bicycle Infrastructure Improvements

Rank	ATP ID #	Name	Location		Type	Length (miles)	Cost Estimate	Notes
1	SEA-18	General Jim Moore Blvd	Divarty St	Normandy Rd	bike path	1.16	\$892,156	
2	SEA-23	Del Monte Blvd	Canyon del Rey Blvd	Broadway	bike lane	0.20	\$10,587	
3	SEA-16	Lightfighter Dr	General Jim Moore Blvd	1st Ave	protected bike lane	0.41	\$486,243	
4	SEA-1	Fremont Blvd	Canyon Del Rey Blvd	Military Ave	bike lane	1.67	\$87,508	
4	SEA-19	Gigling Rd	7th Ave	6th Division Rd	protected bike lane	1.11	\$1,326,117	Army jurisdiction
4	SEA-21	Peninsula Path Connection	Laguna Grande Regional Park	Laguna del Rey	bike path	0.06	\$47,234	
5	SEA-34	Noche Buena St	Plumas Ave	Military Ave	bike route	1.69	\$14,871	
6	SEA-2	Del Monte Blvd	Fremont Blvd	Broadway Ave	bike lane	1.14	\$59,736	
7	SEA-22	Canyon del Rey Blvd	Fremont Blvd	Del Monte Blvd	bike lane	0.67	\$35,095	
8	SEA-9	Mescal St - Plumas Ave	Hillby Ave	Tweed St	protected bike lane	1.03	\$1,230,541	
9	SEA-27	7th Ave	3rd St	Gigling Rd	bike route	0.75	\$9,048	Army jurisdiction
9	SEA-6	Baker St - San Lucas - Prospect	LaSalle Ave	Hillby Ave	bike route/bike boulevard	1.12	\$13,552	
10	SEA-35	Hilby Ave	Canyon del Rey Blvd	Watkins Gate Rd	bike route	1.55	\$18,720	
11	SEA-26	1st St	Beach Range	2nd Ave	bike lane	0.43	\$22,494	Army jurisdiction



2018 Monterey County Active Transportation Plan

12	SEA-33	Yosemite St	Hilby Ave	Military Ave	bike route	1.34	\$16,227	
13	SEA-7	Kimball Ave	Fremont Blvd	Noche Buena St	bike route/bike boulevard	0.67	\$8,071	
14	SEA-36	Fremont Blvd	Military Ave	Hwy 1 Ramp	bike route	0.16	\$1,976	
15	SEA-39	General Jim Moore	City Limits	Coe Ave	bike lane	0.02	\$1,108	
16	SEA-11	Elm Ave	Del Monte Blvd	Hillsdale St	bike route/bike boulevard	0.24	\$2,928	
16	SEA-20	Colonel Durham St	7th Ave	Malmedy Rd	bike lane	0.72	\$37,780	
16	SEA-38	Melmedy Rd	Gigling Ave	General Jim Moore Blvd	bike lane	0.34	\$17,841	
17	SEA-4	Sonoma Ave	Mescal St	Canyon Del Rey Blvd	bike route/bike boulevard	1.56	\$18,876	
18	SEA-34	La Salle Ave	Del Monte Blvd	Nadina St	bike route	1.23	\$14,871	
19	SEA-29	Monterey Rd	6th Division Cir	Buna Rd	bike lane	1.59	\$83,401	Army jurisdiction
20	SEA-37	Hwy 1 Crossing	Fremont Blvd	Monterey Rd	bike route	0.03	\$402	
21	SEA-25	Parker Flats	Gigling Rd	Eucalyptus Rd	bike lane	1.16	\$60,532	
22	SEA-3	San Pablo	Fremont Blvd	Yosemite St	bike route/bike boulevard	0.81	\$9,825	
23	SEA-40	San Pablo Ave	General Jim Moore Blvd	Yosemite St	bike route	0.40	\$4,865	
24	SEA-10	Hillsdale St	Broadway Ave	Sonoma Ave	bike route/bike boulevard	0.20	\$2,456	
24	SEA-12	Contra Costa St	Broadway Ave	Elm Ave	bike route/bike boulevard	0.10	\$1,258	
24	SEA-8	Tweed St	Kimball Ave	Plumas Ave	bike route/bike boulevard	0.17	\$2,045	

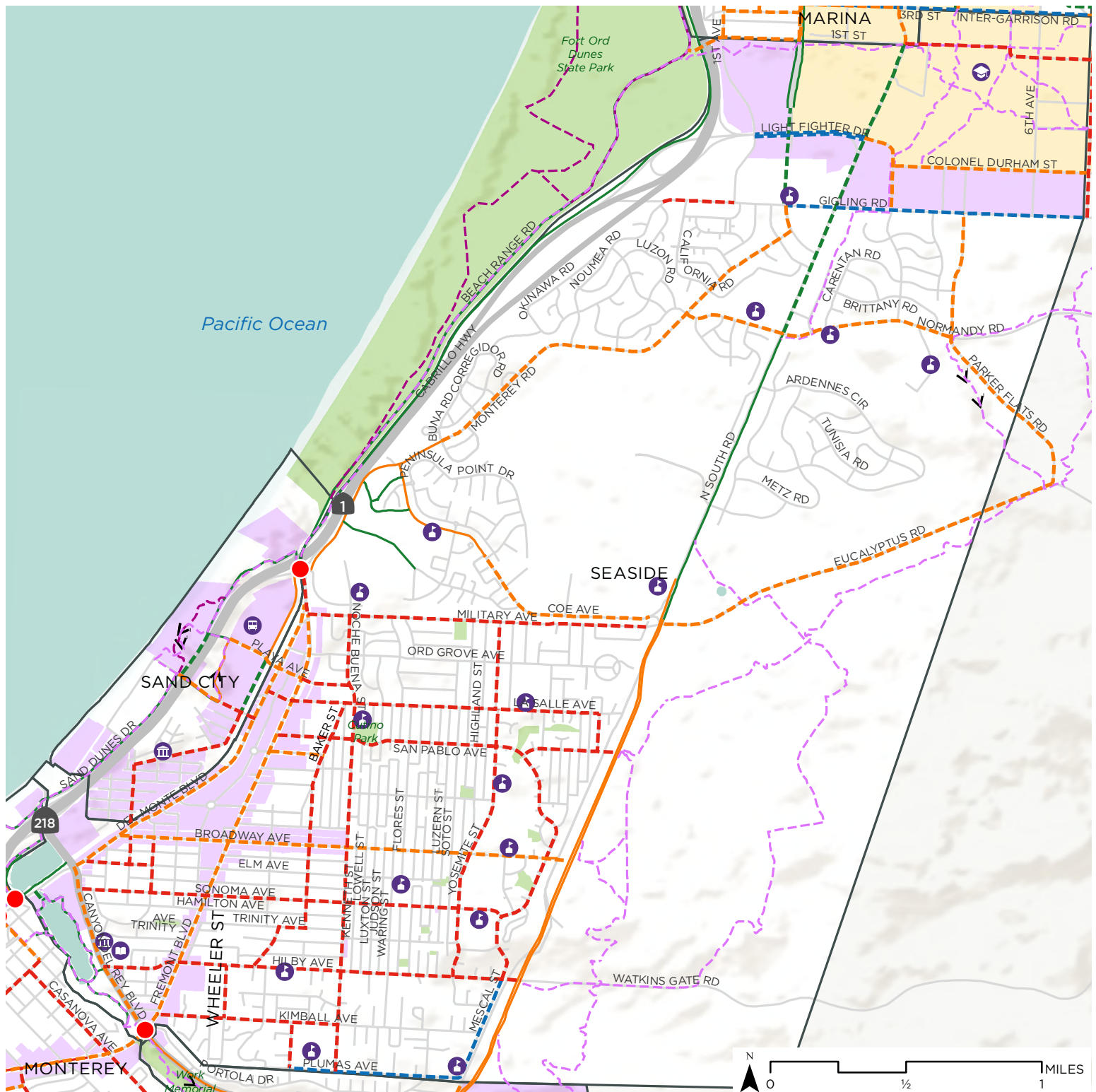


2018 Monterey County Active Transportation Plan

25	SEA-32	Military Ave	Fremont Blvd	Paralta Ave	bike route	1.25	\$15,099	
26	SEA-28	6th Division Circle	Gigling Rd	Monterey Rd	bike lane	0.10	\$5,076	Army jurisdiction
27	SEA-5	Mescal St	San Pablo Ave	Hillby Ave	bike route/bike boulevard	0.97	\$11,725	
28	SEA-15	Normandy Rd	General Jim Moore Blvd	Parker Flats Cut Off Rd	bike lane	1.01	\$52,924	Army jurisdiction
30	SEA-13	Wheeler St	Hillby Ave	Kimball Ave	bike route/bike boulevard	0.20	\$2,372	
30	SEA-14	Nadina St	LaSalle Ave	San Pablo Ave	bike route	0.14	\$1,706	
	SEA-41	Playa Ave	City Limits	Fremont Blvd	bike lane	0.18	\$9,432	Unranked
	SEA-42	Playa Ave	Fremont Blvd	Noche Buena St	bike route	0.10	\$1,210	Unranked
	SEA-43	Echo	Fremont Blvd	Baker St	bike lane	0.20	\$10,480	Unranked
	SEA-44	Gigling	1 st Ave	Norumea Rd	bike route	0.25	\$3,025	Unranked
	SEA-45	Broadway Ave	Del Monte Blvd	Fremont Blvd	bike lane	0.39	\$20,436	Unranked
	SEA-46	2 nd Ave	Lightfighter Dr	Gigling	bike lane	0.27	\$14,148	Unranked

Pedestrian Infrastructure Improvements

ATP ID#	Location		Type	Cost Estimate	Notes
SEA-41	Canyon Del Rey Boulevard	Fremont Blvd	pedestrian intersection improvement	\$71,600.00	*This will require a partnership with Del Rey Oaks, Monterey and Caltrans.



Seaside and Sand City

Monterey County Active Transportation Plan

Existing Bikeways

- Class I Shared Use Path
- Class II Bike Lane
- Class III Bike Route

Points of Interest

- K-12 School
- College/University
- City Hall
- Transit Center
- Public Library

Proposed Pedestrian Improvements

- Intersection

Land Use

- Park/Open Space
- Cal State Monterey Bay
- Commercial Area
- City Boundary

Proposed Bikeway Improvements

- Class I Shared Use Path
- Class II Bike Lane
- Class III Bike Route
- Class IV Protected Bike Lane
- Fort Ord Rec Trail and Greenway
- Monterey Bay Sanctuary Scenic Trail

- Uphill bikeway (Slope > 4%)



Data provided by Monterey County TAMC. Terrain data by ESRI, NOAA.

Map produced October 2017 by Alta Planning + Design.





2018 Monterey County Active Transportation Plan

EXECUTIVE SUMMARY

The 2018 Transportation Agency for Monterey County Active Transportation Plan is an update of the 2011 Bicycle and Pedestrian Master Plan, which identified all existing and proposed bicycle and pedestrian facilities in Monterey County. This Plan identifies remaining gaps in the bicycle and pedestrian network and opportunity areas for innovative bicycle facility design. This Plan will be used to pursue grant funding and effectively use Monterey County's Measure X investments to ensure that planned street improvements include bicycle and pedestrian improvements.

New to this update is the inclusion of protected bike lanes. Caltrans added them to their numbering scheme as Class 4 facilities.

- Class 1 – Bike Path: separate from the road
- Class 2 – Bike Lane: painted strip to the right of mixed vehicle flow lanes
- Class 3 – Bike Routes: Signed shared facilities & sharrows
- Class 4 – Protected Bike Lanes

Protected bike lanes use curbs, planters, parked cars, or posts to separate bike and auto traffic on busy streets, and have been shown to be much more effective than conventional bike lanes. They make cycling safer, improve adjacent walking facilities, and help calm vehicle traffic.

Nationally, since the 2011 version of this plan, added emphasis has been placed on “low-stress networks” that serve people of all ages and abilities. In addition to separate bike paths and protected bike lanes, other examples of low-

stress facilities include bicycle boulevards, and bike protection at intersections. Communities who have implemented a connected network of low-stress bike facilities have experienced significant increases in cycling.

Organization of the Plan

This Plan is organized to meet the State guidelines for Active Transportation Plans:

Chapter 1. Introduction: Gives an overview of the current bicycle and pedestrian mode shares, sets the Plan vision, goals, objectives and policies, and explains the community engagement activities utilized to develop this Plan.

Chapter 2. Existing Conditions: Describes existing land use, County demographics, infrastructure and bike/pedestrian safety statistics.

Chapter 3. Active Transportation Plans & Programs: Reviews existing plans and programs that support biking and walking in the County.

Chapter 4. Best Practices & Benefits of Active Transportation: Outlines innovative designs, and the public health, economic and environmental benefits of biking and walking.

Chapter 5. Recommended Projects: Provides, for each jurisdiction, a demographic profile, safety analysis and recommended improvements.

Chapter 6. Funding & Implementation: Reviews information about available project funding and outlines the Plan's implementation strategy.



2018 Monterey County Active Transportation Plan

Vision & Goals

Vision: Active transportation will be an integral, convenient and safe part of daily life in Monterey County for residents and visitors of all ages and abilities.



Children at the 2015 Ciclovía Salinas

To pursue this vision, this Plan emphasizes planning, designing and building bicycle and pedestrian facilities that will be used by people of all ages and abilities.

These Plan goals support this vision:

- **Active Transportation Trips:** Increase the proportion of trips accomplished by biking and walking throughout Monterey County.
- **Safety:** Improve bicycle and pedestrian safety.
- **Connectivity:** Remove gaps and enhance bicycle and pedestrian network connectivity.
- **Equity:** Provide improved bicycle and pedestrian access to diverse areas and populations in Monterey County via public engagement, program delivery and capital investment.

- **Education:** Increase awareness of the environmental and public health benefits of bicycling and walking for transportation and recreation.
- **Quality Facilities:** Improve the quality of the bike and pedestrian network through innovative design and maintenance of existing facilities.

Recommended Projects & Prioritization

Currently, there are approximately 221 miles of bikeways throughout Monterey County. The proposed bikeway and pedestrian projects included in this Plan come from:

- Projects identified in the 2011 Bicycle and Pedestrian Master Plan that have not been implemented;
- Local planning documents; and,
- Public comments received during the development of this Plan.

594.4 miles of additional bikeways improvements were identified in this Plan, including 27 miles of Class 4 protected bike lanes. Regional projects, such as the Fort Ord Regional Trail and Greenway proposed route is included in the Plan; however, that project is not ranked in this Plan.

Proposed Bikeway Improvements



Bikeway Types	Miles
Class 1 - bike/ped path	26.3
Class 2 - bike lanes	286.0
Class 3 - bike route /sharrows	255.1
Class 4 - protected bike lanes	26.0
TOTAL	593.4



2018 Monterey County Active Transportation Plan

Staff conducted an extensive analysis to identify high priority bikeway projects, utilizing project ranking criteria that reflects Plan goals and corresponds to the State Active Transportation Program criteria. The scoring criteria also reflect input from the Bicycle and Pedestrian Committee and the Technical Advisory Committee, and are as follows:

- Safety (20 points)
- Connectivity (20 points)
- Comfort (20 points)
- Active Transportation Trips (Demand: 15 points)
- Equity (10 points)
- Complete Streets Opportunity projects (10 points)
- Quality Facilities (5 points)

Projects may be sorted by these categories; for example, the project lists can be sorted by safety based on the safety score. Following the prioritization, and consultation with local public works staff, the projects listed in **Table 1** are the top three high-priority projects for each city and the County of Monterey. **Table 2** summarizes the projects that will be developed into conceptual designs. The intent of developing conceptual designs is to make these projects more competitive for grant funding and advance these projects into development and implementation.

Pedestrian Improvements



Type	Quantity
Sidewalk	7.3 miles
Pedestrian Intersection Improvement	30 locations
guardrail improvements	1.3 miles

While sidewalks are largely contiguous throughout most of the urbanized Monterey County communities, many sidewalk gaps were identified in Castroville, Chualar, San Lucas, and San Ardo. Pedestrian intersection improvements were identified throughout the County. Staff did not rank the pedestrian projects.

Implementation & Funding

The implementation of the projects in this Plan will occur over time as funding becomes available. The ability for local jurisdictions to leverage regional and state grant funding will be crucial for project implementation. That said, many of the safety and complete streets projects can be installed as part of regularly-scheduled street and road maintenance improvements.

There are two main funding sources that local cities and Monterey County can use to implement the active transportation improvements in this Plan: Measure X funds (both local and safe routes), State Active Transportation Program, and California Senate Bill 1 funds.



2018 Monterey County Active Transportation Plan

Table 1: Top Priority Local Bikeway Projects

ID #	Jurisdiction	Street	From	To	Miles	Class	Facility Type	TOTAL Points (out of 100)	Cost Estimate
CAR-10	Carmel-by-the-Sea	San Carlos St – Rio Road	Lasuen Dr	Camino del Monte Ave	1.15	3	bike route	55	\$13,855
CAR-3	Carmel-by-the-Sea	Ocean Ave	San Carlos St	Hwy 1	0.61	3	bike route	53	\$7,329
CAR-9	Carmel-by-the-Sea	8th Ave	Scenic Rd	San Carlos St	0.38	3	bike route	52	\$4,622
DRO-1	Del Rey Oaks	Canyon del Rey Blvd	General Jim Moore Blvd	Hwy 68	0.76	2	bike lane	55	\$39,660
DRO-2	Del Rey Oaks	South Boundary Rd	General Jim Moore Blvd	York Rd	1.73	2	bike lane	52	\$90,424
DRO-4	Del Rey Oaks	Ryan Ranch Rd	Canyon del Rey Blvd	end of Ryan Ranch	0.42	2	bike lane	49	\$21,878
GZ-6*	Gonzales	Alta St	10th St	1st St	0.64	4	protected bike lane	74	\$762,219
GZ-16*	Gonzales	Alta St	1st St	C St	0.21	2	bike lane	71	\$11,023
GZ-7	Gonzales	5th St	Alta St	Herold Pkwy	0.81	3	bike route	65	\$9,810
GR-1	Greenfield	El Camino Real	Thorne Rd	Walnut Ave	0.93	3	bike route	59	\$11,288
GR-2	Greenfield	El Camino Real	Apple Ave	Hwy 101 Ramp	0.89	3	bike route	56	\$10,775
GR-9	Greenfield	Elm Ave	4th St	3rd St	0.25	2	bike lane	54	\$13,044

*Regional Projects that ranked among the top 25% countywide are in **bold** typeface.



2018 Monterey County Active Transportation Plan

ID #	Jurisdiction	Street	From	To	Miles	Class	Facility Type	TOTAL Points (out of 100)	Cost Estimate
KC-1*	King City	1st St	US 101	Bitterwater Rd	1.21	4	protected bike lane	71	\$1,433,640
KC-2	King City	King St	Sandringham St	Beech St	0.77	4	protected bike lane	66	\$919,919
KC-3	King City	Beech St	San Antonio Dr	King St	0.15	4	protected bike lane/cycletrack	65	\$178,010
MAR-1*	Marina	Reservation Rd	Salinas Ave	Del Monte Blvd	1.39	4	protected bike lane	90	\$1,660,633
MAR-7	Marina	Reservation Rd	Salinas Ave	Blanco Rd	1.39	2	bike lane	71	\$72,950
MAR-6	Marina	Imjin Rd/12th St	Imjin Rd	Reservation Rd	2.72	2	bike lane	70	\$142,453
MAR-27	Marina	Cardoza Ave	Beach Rd	end of Cardoza Ave	0.49	2	bike lane	48	\$25,869
MRY-4	Monterey	Monterey Rec Trail	English Ave	David Ave	3.1	1	bike path	58	\$1,307,470
MRY-46	Monterey	Pearl-Jefferson-Johnson-Skyline	Camino Aguajito	Alvarado St	0.69	3	bike route/ boulevard	51	\$8,404
MRY-33	Monterey	Van Buren St	Madison St	Scott St	0.45	3	bike route/ boulevard	46	\$5,426
PG-15	Pacific Grove	Forest Ave	Sinex Ave	Ocean View Blvd	0.68	2	bike lane	65.5	\$35,762
PG-1	Pacific Grove	Pine Ave	Spencer St	Alder St	1.12	4	protected bike lane	56	\$1,338,064

*Regional Projects that ranked among the top 25% countywide are in **bold** typeface.



2018 Monterey County Active Transportation Plan

ID #	Jurisdiction	Street	From	To	Miles	Class	Facility Type	TOTAL Points (out of 100)	Cost Estimate
PG-3	Pacific Grove	Sinex Ave	David Ave	Asilomar Ave	0.96	2	bike lane	45	\$50,304
SNS-8*	Salinas	E Alisal St	N Madeira Ave	Skyway Blvd	1.16	4	protected bike lane	85	\$1,385,852
SNS-10*	Salinas	Laurel Dr	Adams St	Williams Rd	3.39	4	protected bike lane	84	\$4,050,033
SNS-6*	Salinas	Natividad Rd	Sherwood Dr	Boronda Rd	2.03	4	protected bike lane	82.5	\$2,425,241
SNS-45	Salinas	E Alisal St	Bardin Rd	Skyway Blvd	0.86	3	bike route	61.5	\$10,408
SC-7*	Sand City	La Playa Ave	Metz Rd	Noche Buena St	0.49	2	bike lane	77.5	\$25,478
SC-3	Sand City	UPRR RWT	Tioga Ave	La Playa Ave	0.22	1	bike path	74	\$165,996
SC-6	Sand City	Tioga Ave	Metz Rd	Del Monte Blvd	0.15	3	bike route	72	\$1,796
SEA-24	Seaside	Broadway	Del Monte Blvd	Mescal St	1.58	2	bike lane	75	\$82,741
SEA-18	Seaside	General Jim Moore Blvd	Divarty St	Normandy Rd	1.16	1	bike path	71	\$892,156
SEA-23	Seaside	Del Monte Blvd	Canyon del Rey Blvd	Broadway	0.20	2	bike lane	69.5	\$10,587
SOL-2	Soledad	Kidder St	Front St	Market St	0.18	2	bike lane	65	\$9,517
SOL-3	Soledad	Front St	East St	4th St	0.59	2	bike lane	62	\$30,764
SOL-4	Soledad	San Vincente Rd	Vista del Sol Rd	Hwy 101	1.00	2	bike lane	58	\$52,191

*Regional Projects that ranked among the top 25% countywide are in **bold** typeface.



2018 Monterey County Active Transportation Plan

ID #	Jurisdiction	Street	From	To	Miles	Class	Facility Type	TOTAL Points (out of 100)	Cost Estimate
MC-77*	County	Las Lomas Dr	Hall Rd	Clausen Rd	0.75	2	bike lane	76	\$39,363
MC-125*	County	Reservation Rd	Blanco Rd	Hwy 68	5.51	2	bike lane	75	\$288,521
MC-136*	County	Salinas Rd - Hall Rd - Tarpey Rd	Porter Dr	San Juan Rd	1.75	2	bike lane	74	\$91,191
				TOTAL	44.9				\$17,736,666

*Regional Projects that ranked among the top 25% countywide are in **bold** typeface.



2018 Monterey County Active Transportation Plan

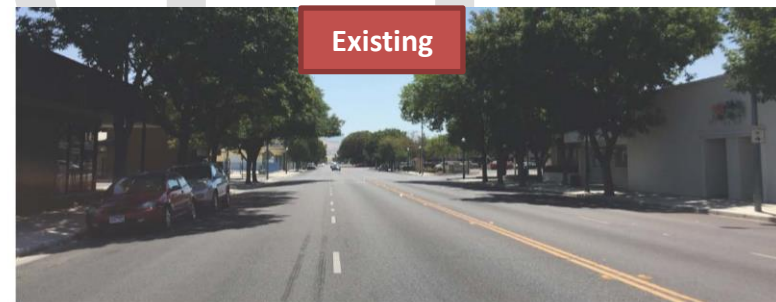


Table 2: Conceptual Design Projects

<u>ATP ID #</u>	<u>Jurisdiction</u>	<u>Location</u>	<u>type</u>
	Carmel-by-the-Sea	*pending staff input	
DRO-4	Del Rey Oaks	Carlton Dr (Canyon Del Rey Blvd to Plumas Ave)	bike/ped path
GZ-20	Gonzales	Johnson Canyon Rd (Fanoe Rd to Iverson Rd)	bike/ped path
GR-14	Greenfield	Walnut Ave (El Camino Real to US 101)	bike lanes
	King City	San Antonio Dr (N Mildred Ave to Broadway St)	bike/ped path
MAR-1	Marina	Reservation Rd (Salinas Ave to Del Monte Blvd)	protected bike lanes
MRY-44	Monterey	East Downtown Bike Boulevard (Third St and Pearl from Sloat to Van Buren)	bike boulevard
PG-3	Pacific Grove	Sinex Ave(Forest Ave to Asilomar Ave)	bike boulevard/bike lanes
SNS-48	Salinas	E. Alisal St (Bardin Rd to Skyway Blvd)	bike/ped path or protected bike lanes
SC-3	Sand City	Monterey Branch Line (Tioga Ave to California Ave)	Bike/ped path
SEA-1	Seaside	Fremont Blvd (Canyon Del Rey Blvd to Monterey Rd)	bike lanes or protected bike lanes
SEA-2	Seaside	Del Monte Blvd (Broadway	bike lanes or

		Ave to Fremont Ave)	protected bike lanes
SOL-3	Soledad	Front St (East St to 4th St)	bike lanes
various	Monterey County	Castroville, Chualar, San Lucas and San Ardo	sidewalk gaps and pedestrian improvements

Based on Committee and stakeholder input, the projects listed here are candidates for conceptual designs. The concept designs will include refined cost estimates, a visual rendering like the one shown here and conceptual engineering designs.



Source: Alta Planning + Design

*Regional Projects that ranked among the top 25% countywide are in **bold** typeface.

RESOLUTION NO. 18-XX

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEASIDE
ADOPTING THE 2018 TRANSPORTATION AGENCY OF MONTEREY COUNTY
ACTIVE TRANSPORTATION PLAN**

WHEREAS, in 2011 the City of Seaside adopted the Transportation Agency of Monterey County's (TAMC) Bike and Pedestrian Master Plan; and

WHEREAS, an update to that plan has been developed by TAMC after various stakeholder meetings and input from City Staff; and

WHEREAS, on June 27, 2018 TAMC Executive Board adopted this update as "The 2018 Monterey County Active Transportation Plan"; and

WHEREAS, to be eligible for grant funding from the California Department of Transportation the City of Seaside must adopt the Active Transportation Plan.

NOW, THEREFORE BE IT RESOLVED, that the City Council of the City of Seaside hereby adopt the 2018 Monterey County Active Transportation Plan dated July 2018 attached hereto as Exhibit A.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Seaside held on the 20th day of September 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