



AGENDA

CITY OF SEASIDE
COMMUNITY DEVELOPMENT
ADVISORY COMMITTEE

REGULAR MEETING
Seaside Creates Office
656 Broadway Ave
Wednesday, May 15, 2019
6:30 PM

1. CALL TO ORDER

2. ROLL CALL

COMMUNITY DEVELOPMENT ADVISORY COMMITTEE

Sue Hawthorne

Chair

Gertrude Smith

Committee Member

Lanny Olis

Committee Member

David Pina

Committee Member

Vacant

Committee Member

3. PUBLIC COMMENT

4. APPROVAL OF MINUTES

5. OLD BUSINESS

6. NEW BUSINESS

A. WELCOME NEW MEMBERS

RECOMMENDATION: CDAC is welcoming several new members this month. This is an opportunity for all members to introduce themselves, provide some brief background and express their expectations in the committee.

B. WELCOME TO SEASIDE CREATES

RECOMMENDATION: The purpose of this item is to acquaint the CDAC with the features available at Seaside Creates, the new location for the Community Development Advisory Committee meetings.

C. WELCOME TO THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

RECOMMENDATION: Staff will present a brief orientation to the CDBG program and an overview of the duties of the CDAC

D. STATUS REPORT OF SEASIDE'S CDBG PROGRAM

RECOMMENDATION: The purpose of this item is to update the CDAC on subrecipient activity in the 2018-2019 program and status of the Annual Action Plan.

7. REVIEW LONG RANGE CALENDAR

A. REVIEW LONG RANGE CALENDAR AND CONSIDER ADJUSTMENTS

8. REPORTS FROM COMMITTEE MEMBERS

9. REPORTS BY STAFF

10. ADJOURNMENT

Next Regularly Scheduled Meeting:
June 19, 2019
6:30 PM

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CITY OF SEASIDE STAFF REPORT

Item No.: 6.B.

TO: Community Development Advisory Committee

BY: Sharon Mikesell, Administrative Analyst

DATE: May 15, 2019

SUBJECT: WELCOME TO SEASIDE CREATES

PURPOSE & RECOMMENDATION

The purpose of this item is to acquaint the CDAC with the features available at Seaside Creates, the new location for the Community Development Advisory Committee meetings.

BACKGROUND

The Community Development Advisory Committee has always been unique to other boards or commissions because it is designed to be the citizen participation component required by the US Department of Housing and Urban Development's Community Development Block Grant Program.

CDAC was formerly located at the Oldemeyer Center as it was considered more of a community gathering place than City Hall and although meetings are traditionally structured, they are much less formal than those held in Council Chambers at City Hall.

CDAC regularly hosts Community Needs sessions and subrecipient workshops and presentations, and the room requirements have become more challenging at the Oldemeyer Center considering the advances in A/V technology now readily available combined with the unpredictable size of some of the more popular workshops, especially going into the new application cycle.

The ADA accessible Seaside Creates office at 656 Broadway (the home of Seaside's Community and Economic Development satellite office) is in the heart of the revitalized West Broadway Urban Village and can easily handle meetings of various sizes and breakout sessions comfortably as proven through many Seaside Chats events. The office features modern technology for presentations on the mounted screen that can

project presentations from phones and computers. There is also a copier available and the ability to create meeting materials onsite.

ATTACHMENTS

None



CITY OF SEASIDE STAFF REPORT

Item No.: 6.D.

TO: Community Development Advisory Committee

BY: Sharon Mikesell, Administrative Analyst

DATE: May 15, 2019

SUBJECT: STATUS REPORT OF SEASIDE'S CDBG PROGRAM

PURPOSE & RECOMMENDATION

The purpose of this item is to update the CDAC on subrecipient activity in the 2018-2019 program and status of the Annual Action Plan.

BACKGROUND

This is traditionally a transitional time of the year for the CDAC as we visit the past, present and future simultaneously.

We have completed the third quarter of the fiscal year. The breakdown of services and activities are attached to the report.

The Annual Action Plan has completed the public review period and the public hearing was held on May 2. The San Francisco field office contacted me on May 8 with a link to the entitlement awards. Our grant award for 2019-2020 has been announced as \$348,132. Adjustments will be made to the projected subrecipient awards as per the contingency provisions and the amounts forwarded to the finance department for inclusion in the 2019-2020 budget.

The five agency joint Analysis of Impediments (AI) also was presented at a Public Hearing on May 2 and will be brought back for final approval once all five agencies holds their hearings and comments are addressed. The AI must be submitted to HUD prior to the next Consolidated Plan.

Since most of the CDAC members are newly appointed and did not participate in last year's Community Needs Session in September, Staff suggests including many of the baseline questions presented last year as they will be included in the update of the five year Consolidated Plan to be filed in spring 2020.

All of this is groundwork for the next two year CDBG funding application cycle which will begin this fall.

ATTACHMENTS

1. 1 CDBG Awards and draws 2018-2019 May 2019

IDIS Program Year	Idis Project #	IDIS Activity #	Organization	Total with Available Funds	Spent/Drawn from IDIS as of 5/2/19	Remaining to draw	Serving	Summary
2018	1	1312	Action Council (Palenke)	\$ 11,181.29	\$ 11,181.29	\$ -	100 students	Multicultural Arts program for Seaside youth
2018	2	1313	CPY	\$ 11,181.29	\$ 11,181.29	\$ -	415 students including 15 HS tutors	Youth gang and violence prevention program. High school leadership and life skills program.
2018	3	1314	ECHO	\$ 6,013.29	\$ 4,556.29	\$ 1,457.00	45 households	Fair Housing and Tenant-Landlord services with goal to prevent homelessness, end discrimination and illegal housing practices.
2018	4	1315	Girls Inc of Central Coast	\$ 7,817.29	\$ 7,817.29	\$ -	100 girls plus 35 mother daughter pairs	Four programs focusing on girls in 4th grade through high school
2018	5	1316	Greater Victory Temple-Community Pgm	\$ 11,181.29	\$ 8,677.98	\$ 2,503.31	100 persons	Expand after school community program that includes tutoring and food. Partners with MPUSD, Shelter Outreach Plus and the Village Project
2018	6	1317	Legal Services for Seniors	\$ 11,181.29	\$ 8,385.96	\$ 2,795.33	300 seniors	No cost legal services to Seaside seniors age 62+ and workshops
2018	7	1318	Meals on Wheels of the Monterey Peninsula	\$ 7,817.29	\$ 7,817.29	\$ -	120 homebound persons	A portion of the food costs for homebound Seaside residents. Over 60% of the deliveries are to persons over 75 years old.
2018	8	1319	The Village Project	\$ 11,181.29	\$ 8,384.95	\$ 2,796.34	38 Seaside at risk students	Mae C.Johnson Education and Enrichment Academy. After school program with tutoring, technology and enrichment activities for low income, at-risk students.
			Subtotal	\$ 77,554.32	\$ 68,002.34	\$ 9,551.98		

IDIS Program Year	Idis Project #	IDIS Activity #	Organization	Total with Available Funds	Spent/Drawn from IDIS as of 5/2/19	Remaining to draw	Serving	Summary
2018	9	1320	Boys and Girls-Clubhouse Improvements	\$ 71,507.00		\$ 71,507.00	870 Youth	New flooring 18-19, Community room upgrades 19-20
2018	10	1321	Community Human Svcs-Genesis House Improvements	\$ 30,000.00		\$ 30,000.00	130 persons	18-19 plumbing improvements, 19-10 electrical improvements
2018	11	1322	Del Monte Manor-Playground	\$ 16,000.00	\$ 16,000.00	\$ -	192 families	installation of playground equip
2018	12	1323	Del Monte Manor-Security	\$ 15,000.00	\$ 14,077.00	\$ 923.00	192 families	security equipment (guards not eligible)
2018	13	1324	Veterans' Transition Renovations	\$ 63,224.33	\$ 56,097.95	\$ 7,126.38	8-16 homeless/at risk veterans at a time (64-128 annually)	renovate 8 bedroom duplex for emergency shelter
2018	14	1326	Seaside Engineering-Cutino Equipment	\$ 65,000.00	\$ 4,886.47	\$ 60,113.53	over 900 ADA	ADA bleachers and drinking fountain at Cutino Park
2018	15	1325	Seaside Econ Dev-Microbusiness Assistance	\$ 25,000.00		\$ 25,000.00	3 microbusinesses	compete for rent subsidies-Entry period closed, working on awards
2018	16	1327	Seaside Engineering- Wanda Sidewalk	\$ 60,000.00		\$ 60,000.00	62% low mod area	sidewalk replacement/ADA ramp 1600 block Wanda, eliminate trip hazards
						\$ -		
2017	1		Cutino Park Accessibility Improvements	\$ 218,088.00	\$ 218,088.00	\$ -		Not completed by 6/20/18 ADA improvements to entrances, restrooms and playground/spectator seating
				\$ 641,373.65	\$ 377,151.76	\$ 264,221.89		
				\$ 93,744.20	\$ 93,744.20		Admin drawn	
				\$ 735,117.85	\$ 470,895.96	\$ 264,221.89		
					funds drawn	remaining to draw		



CITY OF SEASIDE
Community Development Advisory Committee (CDAC)
Long Range Calendar
July 2018- – June 2019

July CDAC Meeting	July 18, 2018
Orientation Presentation	
Discuss 2018-2019 CDBG Subrecipient Monitoring Schedule (possible site visits)	
Status of AAP and Analysis of Impediments	
Staff draft Consolidated Annual Performance & Evaluation Report (CAPER)	July and August
Last possible day AAP Due to HUD with appropriate attachments/certifications	August 16, 2018
Funding Approval Document received and contract documents to sub recipients	upon HUD approval of AAP-TBD
August CDAC Meeting	August 15, 2018
- CAPER preview	
- Fourth Quarter (Apr-Jun) and Annual Program Reports (CAPER preparation)	
Notice of CAPER Publication	August 31 2017
CAPER publication (15 day comment period begins)	September 5, 2018
Annual Planning Notice-notice of Community Workshop in MCWeekly	September 6, 2018
September CDAC Meeting and Community Workshop	September 19, 2018
- Annual Community Needs Assessment Workshop	
- There will not be an application process this year	
- Community Needs Topics targeted more to Consolidated Plan Update research	
City Council public hearing CAPER	September 20, 2018
CAPER due to HUD	September 30, 2017
October CDAC Meeting	October 17, 2018
- Annual Priority Needs	
- Update of Analysis of Impediments/Countywide Collaboration efforts	
City Council	
- Presentation of the needs identified at the September workshop and the annual process/two year cycle	Deferred- no Council action is necessary (information submitted for AI inclusion)
NOFA announcement in Monterey County Weekly Not applicable this year.	XXX
November CDAC Meeting/no proposal workshop this year	November 21, 2018
Meeting cancelled (is evening before Thanksgiving)	CANCELLED
December CDAC Meeting	December 19, 2018
First Quarter Program Report (Jul-Sep)	
Revisit possible monitoring/presentations to CDAC	
2019	
January CDAC Meeting CANCELED/FED GOVT SHUTDOWN	January 16, 2019
February CDAC Meeting CANCELED/LACK OF QUORUM	February 20, 2019
February CDAC SPECIAL meeting	February 28, 2019

Review of 2019-2020 projects & subrecipients & revise recommendations if necessary	
Deadline for City Council packet for March 21 meeting	March 11, 2019
Administrative draft Annual Action Plan to CDAC	March 15, 2019
March CDAC Meeting Second Quarter Program Report (October-December) Monitoring Presentations : VTC/Del Monte Playground/Palenke Arts Review AI draft document Review AAP 2019-ANNUAL WORK PLAN to present to City Council (must be approved by CDAC by April 1)-City Council will review/approve in May	March 20, 2019
City Council - present CDAC recommendations for annual Action Plan	March 21, 2019
Advertisement to run for Annual Action Plan/Public Hearing for AAP/Draft AI	March 28, 2019
Public Comment Period Annual Action Plan/Draft AI	April 1-May 2, 2019
April CDAC Meeting (likely to be cancelled)	April 17, 2019
City Council – public hearing - adopt annual Action Plan and Draft AI to Council	May 2, 2019
City Council-review 2019-2020 Annual Work Plan	To Be Announced
Action Plan Due to HUD (Per Notice CPD-19-01 this date will change)	May 15, 2019
May CDAC Meeting - 3rd Quarter sub recipient reports - Update on CDBG program	May 15, 2019
June CDAC Meeting (if needed) - Election of officers	June 19, 2019
Conditional notice of awards to Subrecipients	TBD



CITY OF SEASIDE
Community Development Advisory Committee (CDAC)
PROJECTED Long Range Calendar
July 2019- – June 2020

July CDAC Meeting	July 17, 2019
Orientation Presentation	
Discuss 2019-2020 CDBG Subrecipient Monitoring Schedule (possible site visits)	
Status of AAP and Analysis of Impediments	
Discuss possible changes to application process for 2020-2022	
Staff draft Consolidated Annual Performance & Evaluation Report (CAPER)	July and August
Last possible day AAP Due to HUD with appropriate attachments/certifications	August 16, 2019
Funding Approval Document received and contract documents to sub recipients	upon HUD approval of AAP-TBD
August CDAC Meeting	August 15, 2019
- CAPER preview	
- Fourth Quarter (Apr-Jun) and Annual Program Reports (CAPER preparation)	
Notice of CAPER Publication and Notice of Community Workshop in MCWeekly	September 5, 2019
CAPER publication (15 day comment period begins)	September 9, 2019
September CDAC Meeting and Community Workshop	September 18, 2019
- Annual Community Needs Assessment Workshop	
- Community Needs Topics targeted to Consolidated Plan Update research	
City Council public hearing CAPER	September 19, 2019
CAPER due to HUD	September 30, 2017
October CDAC Meeting	October 17, 2018
- Annual Priority Needs	
- Consolidated Plan preparation strategy (5 year plan)	
City Council	November 7, 2019
- Presentation of the needs identified at the September workshop and the annual process/two year cycle	
NOFA announcement in Monterey County Weekly	November 7, 2019
November CDAC Meeting/PROPOSAL WORKSHOP (mandatory for applicants)	November 20, 2019
Application packets available	
December CDAC Meeting	December 18, 2019
First Quarter Program Report (Jul-Sep)	
Revisit possible monitoring/presentations to CDAC	
2020	

PROPOSALS DUE FOR 2020-2022 PUBLIC SERVICE AND CITY/SUBRECIPIENT PROJECTS	January 10, 2020
January CDAC Meeting Proposals to CDAC to start review, Consolidated Plan preparation Monitoring Presentations	January 15, 2020
February CDAC Meeting Review of proposals/Funding Recommendation to Council	February 19, 2020
Possible special CDAC meeting if needed	To be determined
Deadline for City Council packet for March 19 meeting	March 2, 2020
Administrative draft Consolidated and Annual Action Plan to CDAC	March 2, 2020
March CDAC Meeting Second Quarter Program Report (October-December) Review Consolidated Plan and AAP Draft <i>2021-ANNUAL WORK PLAN to present to City Council (must be approved by CDAC by April 1)-City Council will review/approve in May</i>	March 18, 2020
City Council - Present CDAC recommendations for annual Action Plan	March 19, 2020
Advertisement to run for Annual Action Plan/Public Hearing for AAP/Con Plan	March 26, 2020
Public Comment Period Annual Action Plan/Consolidated Plan	April 6-May 7, 2020
April CDAC Meeting (likely to be cancelled)	April 16, 2019
City Council – public hearing - adopt Consolidated and Action Plan	May 7, 2020
City Council-review 2020-2021 Annual Work Plan	To Be Announced
Action Plan Due to HUD (likely to be adjusted by HUD)	May 15, 2020
May CDAC Meeting - 3rd Quarter sub recipient reports - Update on CDBG program	May 20, 2020
June CDAC Meeting (if needed) - Election of officers	June 17, 2020
<i>Conditional notice of awards to Subrecipients</i>	<i>TBD</i>