



Seaside Housing Collaborative

Board of Directors Meeting

January 17, 2024 • 10:00am • Black Horse Room
Oldemeyer Center, 986 Hilby Avenue, Seaside, CA

Meeting Agenda

I. CALL TO ORDER

II. ROLL CALL

Ian N. Oglesby, Chair
Brenda Thomas, Vice-Chair
Jaime M. Fontes, Director
Reginald Garnett, Director
Mitchel Winick, Director
Rosemary Soto, Director

III. REVIEW OF AGENDA

IV. PUBLIC COMMENT

V. CONSENT AGENDA

- A. APPROVE MINUTES FROM THE NOVEMBER 15, 2023 MEETING (ALEXIA RAPOPORT)

VI. BUSINESS ITEMS

- A. 2023 BOARD RETREAT RECAP (ALEXIA RAPOPORT & MANNY GONZÁLEZ)
- B. CONSIDER AND PROVIDE DIRECTION REGARDING 2024 ORGANIZATIONAL PRIORITIES (ALEXIA RAPAPORT & MANNY GONZÁLEZ)
- C. HILBY PROJECT UPDATE (ALEXIA RAPOPORT)

VII. PRESENTATIONS

VIII. STAFF REPORTS

- A. 2024 MEETING SCHEDULE (ALEXIA RAPOPORT)

IX. BOARD MEMBER COMMENTS

IX. ADJOURNMENT

2024 Scheduled Meetings:

- January 17, 2024-- 10:00am
- February 21, 2024—10:00am
- March 20, 2024—10:00am ((Potential Site Change)
 - April 17, 2024 – 10:00am
 - May 15, 2024 – 10:00am
 - June 19, 2024 – 10:00am
 - July, 17, 2024 – 10:00am
 - August 21, 2024 – 10:00am
- September 18, 2024 – 10:00am
- October 16, 2024 – 10:00am
- November 20, 2024 – 10:00am
- December 18, 2024 – 10:00am

This body conducts business under the meeting requirements of the Ralph M. Brown Act.

MEETING AGENDA & RELATED MATERIALS

Agendas for regular board meetings as defined by the Brown Act will be posted at the meeting site and the Collaborative's website, if applicable, 72 hours prior to the start of the meeting. Agendas for special meetings as defined by the Brown Act will be posted at the meeting site and the Collaborative's website, if applicable, 24 hours prior to the start of the meeting. Materials relating to an agenda topic that is a matter of public record in open session, will be made available for public inspection 72 hours prior to the start of the regular meeting, or, alternatively, when the materials are distributed to at least a majority of board members.

THE ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE

Notice is hereby given that the order of consideration of matters on this agenda may be changed without prior notice.

REASONABLE LIMITATIONS MAY BE PLACED ON PUBLIC TESTIMONY

The Collaborative's presiding officer reserves the right to impose reasonable time limits on public testimony to ensure that the agenda is completed.

REASONABLE ACCOMMODATION WILL BE PROVIDED FOR ANY INDIVIDUAL WITH A DISABILITY

Pursuant to the *Rehabilitation Act of 1973* and the *Americans with Disabilities Act of 1990*, any individual with a disability who requires reasonable accommodation to attend or participate in this meeting may request assistance by contacting the board's Secretary at 440 Harcourt Avenue, Seaside, CA 93955 or at (831) 899-6891.

FOR MORE INFORMATION

For more information concerning this agenda or for materials relating to this meeting, please call (831) 899-689



Seaside Housing Collaborative

Board of Directors Meeting

November 15, 2023 • 10:00am • Black Horse Room
Oldemeyer Center, 986 Hilby Avenue, Seaside, CA

Draft Minutes

I. CALL TO ORDER

The meeting was called to order at 10:00am.

II. ROLL CALL

PRESENT: Chair Oglesby, Vice Chair Thomas, Director Garnett,
Director Winick, Director Soto

ABSENT: Director Fontes—Assistant City Manager Manny
Gonzalez attended in his stead.

III. REVIEW OF AGENDA

IV. PUBLIC COMMENT

None

V. CONSENT AGENDA

A. APPROVE MINUTES FROM THE OCTOBER 18TH, 2023 MEETING (DANNY BARRIENTOS)

On motion by Director Soto and second from Director Winick, and carried by the following vote, the Board of Directors moved to adopt the October 18th, 2023 draft minutes.

RESULT: 5-0-0-0

AYES: Oglesby, Thomas, Gonzalez, Garnett, Winick, Soto

NOES: None

ABSTAIN: None

ABSENT: None

VI. BUSINESS ITEMS

A. CONSIDER A MOTION TO CANCEL THE DECEMBER 20TH, 2023 SEASIDE HOUSING COLLABORATIVE BOARD OF DIRECTORS MEETING (ALEXIA RAPOPORT)

On motion by Director Thomas and second from Director Garnett, and carried by the following vote, the Board of Directors moved to cancel the December 20th, 2023 Seaside Housing Collaborative Board of Directors meeting.

RESULT: 5-0-0-0

AYES: Oglesby, Thomas, Gonzalez, Garnett, Winick, Soto

NOES: None

ABSTAIN: None

ABSENT: None

VII. PRESENTATIONS

A. SURPLUS LAND ACT OVERVIEW (SHERI DAMON)

The board received the presentation made by agency counsel, Sheri Damon.

B. HILBY HOUSING DEVELOPMENT & ARCHITECTURAL REQUEST FOR PROPOSALS OVERVIEW (ALEXIA RAPOPORT)

The board received the presentation presented by staff liaison, Alexia Rapoport.

VIII. STAFF REPORTS

A. STRATEGIC BOARD RETREAT RECAP JANUARY 2024 (ALEXIA RAPOPORT)

The board will receive a recap of the October 18th board retreat during its January 2024 meeting.

IX. BOARD MEMBER COMMENTS

IX. ADJOURNMENT

The meeting was adjourned at 11:45am.

2023 Scheduled Meetings:

- December 20th, 2023 – 10:00 AM

This body conducts business under the meeting requirements of the Ralph M. Brown Act.

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FOR MORE INFORMATION



SEASIDE HOUSING COLLABORATIVE BOARD REPORT

Item No. 6A

TO: Seaside Housing Collaborative Board of Directors
FROM: Alexia Rapoport, Staff Liaison
BY: Alexia Rapoport & Manny Gonzalez, Staff Liaisons
DATE: January 17, 2023
SUBJECT: 2023 BOARD RETREAT RECAP

RECOMMENDATION

Receive a presentation from City Staff recapping the 2023 Board Retreat and provide City Staff with direction regarding action items.

BACKGROUND

On October 18, 2023, the Seaside Housing Collaborative (SHC) Board of Directors held and partook in a board retreat. Aaron Aknin and Carol Johnson of Good City, LLC, facilitated the retreat. During the retreat, the Board and retreat facilitators discussed the goals, business statement, and corresponding action items needed from SHC. City Staff and the retreat facilitators have summarized the outcomes of the retreat for the consideration and discussion of the Board.

ATTACHMENTS

1. October 18th Board Retreat Summary
-

Seaside Housing Collaborative

Strategic Planning Session



Mission: *to research, develop, and facilitate housing for all, for this generation and beyond.*

Core Purpose

Create housing opportunities for the workforce that foster thriving communities.

Core Values

- Trust
- Respect
- Transparency
- Flexibility
- Integrity

Business Definition

We facilitate opportunities for housing that result in a range of affordable choices for the community.

Competitive Advantage

- Facilitating partnerships
- Unconstrained relative to the City
- Clear mandate from the City
- Priority of the City
- Land rich
- Staff collaboration
- Potential for streamlined approvals
- Financial leverage
- Knowledgeable team
- Diverse expertise

Seaside Housing Collaborative

Strategic Planning Session

Challenges

- Water supply
- Cost of development
- Availability of funding
- Shortage of development partners
- Formation documents

Needs

- Change the regulatory water infrastructure
- Build the physical water infrastructure
- Identify strategic areas for development
- Identify and create a sustainable staffing plan
- Hire an economic land use consulting team adept at housing pro formas for development
- Money/Budget
- Fundraising
- Understanding best practices

Actions

1. Identify the SHC's first development project consisting of six inclusionary units on City-owned land. This would include the preparation of a detailed description of the project itself, the composition of the development team, and the roles of the SCH and the City.
2. Define the role of the SHC in bringing the first development project into reality. An example of roles may include any or all of the following, in addition to other roles not yet identified: community engagement, consult selection, design review.
3. Receive training in the creation, application, and review of development pro formas.



SEASIDE HOUSING COLLABORATIVE BOARD REPORT

Item No. 6B

TO: Seaside Housing Collaborative Board of Directors
FROM: Manny González, Staff Liaison
BY: Alexia Rapoport, Staff Liaison
DATE: January 17, 2023
SUBJECT: **CONSIDER AND PROVIDE DIRECTION REGARDING 2024 ORGANIZATIONAL PRIORITIES**

RECOMMENDATION

Consider and provide direction to City Staff regarding the organization's 2024 organizational priorities.

BACKGROUND

During the Seaside Housing Collaborative (SHC) November 15, 2023 board meeting, the Board requested that City Staff research four areas of action: for-sale privately owned properties in Seaside, small city-owned parcels, "Housing Sponsor" designation from the California Department of Housing and Community Development (HCD), and a list of action steps to become an independent organization.

Upon preliminary research and further review, City Staff requests that the Board consider and prioritize the following action items given the substantial amount of staff time each requires.

1. For-Sale Privately-Owned Properties in Seaside:

The SHC Board expressed interest in identifying and reviewing all privately owned for-sale properties located within city limits. To accomplish this task, City Staff would research various real-estate listing services and compile the data.

Additional Considerations:

- **Financing:** Identify funding that could be used to purchase properties identified. If City funding were used, would it be in the form of a grant or loan?
- **Property Title:** Conduct an ALTA study and determine if there are any liens or issues with the property's title.
- **Project Plans:** Identify a project proposal and/or development partner.

2. Small City-Owned Parcels

The SHC Board requested that City Staff identify small City owned parcels. To accomplish this task, City Staff would review the list of City owned property and identify smaller parcels.

Additional Considerations:

- Determine whether SHC would lease or purchase the parcels.
- Determine whether Surplus Land Act applies.
- Identify development partner and/or project plans.

3. Obtain Housing Sponsor Designation from HCD

The SHC Board requested that City Staff research the process for obtaining “Housing Sponsor” status from HCD. In order to obtain Housing Sponsor Designation from HCD to participate in Surplus Land Act transactions, SHC must complete a certification form administered by CalHFA. Among others, the designation’s requirements include:

- Demonstrating qualification to own, construct and acquire or rehabilitate low and moderate income housing, and
- Demonstrating that the entity is financially capable to either own, construct, acquire, rehabilitate low and moderate-income housing.

Additional Considerations:

- Identifying dedicated staff capacity with a background in housing development and organizational development.
- Identifying dedicated and ongoing funding.

4. Identify Actions to Become Independent

Lastly, the SHC Board requested that City Staff investigate and compile a list of action items that would lead to organizational independence. Based upon research, City Staff identified the following areas as the initial action steps to obtain organizational independence:

1. Obtaining dedicated staff for increased capacity, development expertise and demonstrating a capacity to pursue and execute development projects independently. To accomplish this task, the SHC Board can consider issuing a formal request to the City of Seaside to obtain one-time funding for an Executive Director’s salary over three years. The City currently has approximately \$6 million for housing-related activities from various funding sources.
2. Obtaining independent financing to execute projects.

ATTACHMENTS

1. CalHFA Housing Sponsor Certification Form
-

SELF-CERTIFICATION AS A HOUSING SPONSOR
Pursuant to the Surplus Land Act (Government Code
Section 54220 et seq.)

DATE SUBMITTED: _____

LEGAL NAME OF ENTITY: _____

BUSINESS ADDRESS: _____

CITY: _____ COUNTY: _____

STATE: _____ ZIP CODE: _____

CONTACT NAME: _____

TITLE OF CONTACT PERSON: _____

PHONE NUMBER: _____

EMAIL ADDRESS: _____

SELF-CERTIFICATION AS A HOUSING SPONSOR
Pursuant to the Surplus Land Act (Government Code
Section 54220 et seq.)

LEGAL NAME OF
ENTITY: _____

I/We, certify that the entity listed above meets the minimum eligibility criteria as set forth below to acquire and develop low- and moderate-income housing pursuant to the Surplus Land Act (Government Code Section 54220 et seq.):

1. The entity is an individual, joint venture, partnership, limited partnership, trust, corporation, cooperative, duly constituted governing body of an Indian reservation or rancheria, or other legal entity, or any combination thereof;
2. The entity is qualified to either own, construct, acquire or rehabilitate low- and moderate-income housing;
3. The entity is financially capable to either own, construct, acquire, rehabilitate low- and moderate-income housing, whether for profit, nonprofit, or limited profit;
4. If the entity is a nonprofit organization, the entity agrees to ensure that no officers or directors will have a financial interest in the surplus land to be purchased;
5. The entity agrees to enter into good faith negotiations with the applicable disposing agency to determine a mutually satisfactory sales price or lease terms for surplus land such that low- and moderate-income housing will be financially feasible;
6. The entity agrees to make available not less than 25 percent of the total number of units developed on surplus land at affordable housing cost, as defined in Section 50052.5 of the Health and Safety Code, or affordable rent, as defined in Section 50053 of the Health and Safety Code, to lower income households, as defined in Section 50079.5 of the Health and Safety Code;
7. The entity agrees that either (i) rental units shall remain affordable to, and occupied by, lower income households for a period of at least 55 years; or (ii) the initial occupants of all ownership units shall be lower income households for a period of at least 45 years, and the units shall be subject to an equity sharing agreement consistent with paragraph (2) of subdivision (c) of Section 65915 of the Government Code. The entity further agrees these requirements shall be contained in a covenant or restriction recorded against surplus land at the time of sale, which shall run with the land; and
8. The entity agrees and understands that the California Housing Finance Agency makes no representations as to the accuracy of the foregoing statements and that

the local agency disposing of surplus land may impose additional conditions and shall conduct its own due diligence with respect to the disposal of surplus land.

SIGNATURE

TITLE

DATE

PRINT NAME

SIGNATURE

TITLE

DATE

PRINT NAME

INSTRUCTIONS: COMPLETE ALL PAGES (3) AND SUBMIT TO CALHFA

Download forms and submit via email to:

Elizabeth Brown, CalHFA: eabrown@calhfa.ca.gov

Alternatively, mail original documents to:

Elizabeth Brown, Loan Administrator
California Housing Finance Agency, Multifamily Programs
500 Capitol Mall, Suite 1400, MS 990
Sacramento, CA 95814

For office use only:

Received and acknowledged on _____ by _____
[Insert date] [CalHFA staff]



SEASIDE HOUSING COLLABORATIVE BOARD REPORT

Item No. 7A

TO: Seaside Housing Collaborative Board of Directors
FROM: Alexia Rapoport, Staff Liaison
BY: Alexia Rapoport & Manny González, Staff Liaisons
DATE: January 17, 2023
SUBJECT: **HILBY PROJECT UPDATE**

RECOMMENDATION

Receive a presentation from City Staff providing an update regarding the proposed Hilby Affordable Housing Development.

BACKGROUND

During the November 15, 2023 Seaside Housing Collaborative (SHC) Board of Directors Meeting, City Staff presented an overview of the then-Draft Hilby Architectural Services Request for Proposals (RFP). City Staff received and incorporated feedback from the SHC Board and, on December 7, 2023, the RFP was released (Attachment 1) with an end-date of January 31, 2024. As of the writing of this staff report, no proposals have been received; however, City Staff have received several inquiries and emails expressing interest in the scope of work.

On January 10, 2024, Governor Newsom released his proposed budget, which included a \$300 reversion of the Regional Early Action Planning program (REAP 2.0), and an overall cut of \$1.7 billion to the state's housing budget. The governor's proposed budget is based upon a projected deficit of \$29 billion; however, the state's Legislative Analyst Office has projected a \$68 billion deficit, meaning that actual funding cuts to state housing grants are likely to be greater.

As shared in earlier board meetings, in September 2023, the City received an \$85k REAP 2.0 grant for pre-development activities for the proposed Hilby Affordable Housing Project, including the architectural services RFP. On January 11, 2024, the Association of Monterey Bay Area Governments and the California Department of Housing and Community Development notified City Staff that all **existing** REAP 2.0 awards are projected to be cut by at least 50%. The City has also received notice that its Permanent Local Housing Allocation (PLHA) grant, which is slated to be used for remaining pre-development activities associated with the Hilby project, may face similar funding cuts.

Regarding the REAP 2.0 grant, the City may choose to pause the RFP activity until the state budget is finalized in June 2024 in order to avoid repayment of grant funding that is reversed. The City may alternatively choose to proceed with project activities at the risk of repayment in the event that program funds are reversed and/or the Hilby project is not completed by 2026. Similarly, the City may choose to commit its existing \$823,633 in PLHA

funding to pre-development activities, while also committing its forthcoming 2022 and 2023 PLHA allocations to construction of the Hilby project but **only** if it can demonstrate other commitments to meet the construction deadline. On January 11, 2023, City Staff also learned that the developer which was previously anticipated to build six units of the Hilby Affordable Housing project, no longer intends to do so. HCD grant staff have presented City Staff with a February 1, 2024 deadline to commit to pre-development in order to retain its 2019 allocation. Alternatively, the City could forego its 2019 allocation and amend its use plan to pursue another eligible activity under the PLHA program—assuming grant funds are not reversed. These eligible activities include, among others, the provision or rental assistance or down payment assistance. The deadline to submit an amended use plan is June 2024.

Based upon the loss of the anticipated development partner, the projected loss and uncertainty REAP 2.0 funding, and the possibility of deeper funding cuts, City Staff recommends pausing activities related to the REAP 2.0 grant and amending the PLHA use plan to pursue another eligible activity.

ATTACHMENTS

1. None
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