

Seaside Housing Collaborative

Director Board Meeting

August 20, 2025 | 10:00 a.m.





Seaside Housing Collaborative

Board of Directors Meeting

August 20, 2025 • 10:00am • Blackhorse 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
Greg McDanel, Director
Reginald Garnett, Director
Mitchel Winick, Director
Rosemary Soto, Director

III. REVIEW AGENDA

IV. PUBLIC COMMENT

V. CONSENT AGENDA

A. APPROVE THE DRAFT MINUTES FROM THE JULY 16th, 2025 MEETING

VI. BUSINESS ITEMS

A. DRAFT RFP (ANDY MYRICK)

VII. PRESENTATIONS

A. NONE

VIII. STAFF REPORTS

A. NEXT MEETING SCHEDULED FOR SEPTEMBER 17, 2025

IX. BOARD MEMBER COMMENTS

X. ADJOURNMENT

2025 Scheduled Meetings:

- January 15, 2025 – 10:00am
- February, 19, 2025 – 10:00am
- March 19, 2025 – 10:00am
- April 16, 2025 – 10:00am
- May 21, 2025 – 10:00am
- June 18, 2025 – 10:00am
- July 16, 2025 – 10:00am
- August 20, 2025 – 10:00am
- September 17, 2025 – 10:00am
- October 15, 2025 – 10:00am
- November 19, 2025 – 10:00am
- December 17, 2025 – 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) 899-6887



Seaside Housing Collaborative

Board of Directors Meeting

July 16, 2025 • 10:00am • Seaside Room

Oldemeyer Center, 986 Hilby Avenue, Seaside, CA

DRAFT MINUTES

I. CALL TO ORDER

The meeting called to order at 10:00 AM.

II. ROLL CALL – We have a quorum

PRESENT: Chair Oglesby, Vice-Chair Thomas, Director Garnett,
Director Winick, Director McDanel

ABSENT: Director Soto

III. REVIEW OF AGENDA

No changes.

IV. PUBLIC COMMENT

No public comments were made.

V. CONSENT AGENDA

A. APPROVE DRAFT MINUTES FROM THE June 18th, 2025 MEETING

On motion by Director Winick and second by Director McDanel, and carried by the following vote, the Board of Directors moved to adopt the draft minutes from the June 18, 2025 board meeting.

RESULT: 5-0-0-1

AYES: Oglesby, Thomas, Garnett, Winick, McDanel

NOES: None

ABSTAIN: None

ABSENT: Soto

VI. BUSINESS ITEMS

A. ADOPTION OF COOPERATIVE AGREEMENT WITH CITY OF SEASIDE (ANDY MYRICK)

City Staff provided an update to the SHC Board on the cooperative agreement that was adopted by the City Council on June 24, 2025 with no changes. The SHC needs to confirm its acceptance of the agreement through a majority vote to approve it. Staff asked if there were any clarifying questions, there were no questions. Chair Oglesby asked if there was a motion to adopt, then opened to public comment. Public comment was provided by Robert Daniels asking if this proposal was going to be presented to City Council and it was reiterated that this was already done and adopted at the last City Council meeting. Motion was set and seconded and carried by the following vote, and the Board of Directors moved to adopt the cooperative agreement.

RESULTS: 5-0-0-1

AYES: Oglesby, McDanel, Thomas, Garnett, Winick

NOES: None

ABSTAIN: None

ABSENT: Soto

B. DISCUSSION OF DEVELOPER SELECTION PROCESS (ANDY MYRICK)

City Staff advised the SHC Board that since the cooperative agreement has been adopted the SHC now has the permission to move forward with the development of the site. A presentation was provided by City Staff outlining the process and methods that could be used for selecting a developer. RFQ's, RFP's, Referrals. Role of the developer, coordination, cost, etc. . . . Vice-Chair Thomas asked if there will be a cheat sheet that would be provided on what we should look for, goals? City Staff responded that SHC would be the ones to make those determinations. This broad overview was being presented so the SHC may decide on the next steps to move forward. Once a developer is selected, an initial agreement would have to be drafted between the SHC and the potential developer. City Staff asked for guidance from the SHC on moving forward regarding the appropriate selection process? Chair Oglesby commented that the SHC should go through the process to expand the SHC's knowledge of how to select a developer. It presents a good opportunity to gain more knowledge. City Staff will present an RFP to the next meeting.

VII. PRESENTATIONS

A. *None.*

VIII. STAFF REPORTS

A. *City Staff reminded the SHC Board of the next scheduled meeting for August 20, 2025 to be held in the Blackhorse Room.*

IX. BOARD MEMBER COMMENTS

The Board Members shared comments regarding possibility to visit the housing unit presented in the last meeting? Comments were shared on the progress the SHC has made and the work done by City Staff is appreciated. It would be for the SHC group to jointly visit a site or developer sites. This can be decided once a decision is made on what developer is chosen.

X. ADJOURNMENT

The meeting adjourned at 10:53am. Next meeting: August 20, 2025 at 10:00am.

Item VI.A

DRAFT RFP

August 20, 2025 | Seaside Housing Collaborative



DRAFT RFP

- Seeks Developers for the Vallejo/Luzern Property
- Developers would provide the following:
 - Conceptual Plans
 - Cost Estimates
 - Names/Qualifications
 - Samples of Previous Projects
- Next steps in the process will be determined based on number of responses



Request for Proposals

The Seaside Housing Collaborative, a 501(c)(3) nonprofit organization, is seeking qualified developers to assist it with the development of a parcel of land owned by the City of Seaside.

The Property

The Property (Assessor's Parcel Number 012-323-042-000) is located between the 1200 blocks of Vallejo Street and Luzern Street (no known street address) in the City of Seaside, California. The parcel is 75 feet wide by 146 feet deep (10,950 square feet) and is designated as Neighborhood Low in the Seaside General Plan (maximum 8 units per acre). The site is located on a moderate slope, and bulbs from cul-de-sacs encroach on each side of the property.



Approximate Location of Property Boundaries



View of Property from Luzern Street (looking west)



View of Property from Vallejo Street (looking east)

The Property is owned by the City of Seaside; the Housing Collaborative has entered into a Cooperative Agreement with the City to pursue the development of the Property.

The Vision

The Collaborative is seeking to develop the property with affordable housing. It is envisioned that the property could be developed with 1-2 single-family dwellings with 1-2 Accessory Dwelling Units. Currently the Collaborative intends to manage the units as affordable housing following the development of the Property. Subdivision of the Property is not required but would be considered.

Scope of Work

The Collaborative is seeking a party experienced in the development of homes, ideally using cost-effective construction methods. The selected Developer would be responsible for the following tasks:

- 1) Design of the housing Project, including performance of necessary site investigations and preparation of architectural drawings sufficient to obtain Building Permits from the City of Seaside.
- 2) Prepare Cost Estimates prior to the construction of the project.
- 3) Obtain all necessary permits for the construction of the Project.
- 4) Construct the Project in accordance with all applicable laws and regulations, and obtain a Certificate of Occupancy from the City of Seaside.

Submittal Requirements

To be considered for this opportunity, please submit the following materials:

- 1) Conceptual site plan, floor plans, and building elevations showing the potential development of the property, including number of units and square footage of each unit.
- 2) Cost estimates for the preparation of plans, construction of each unit (including potential site work), and other reasonably foreseeable costs and contingencies.
- 3) Names and qualifications/experience of individuals for the responding Developer and major partners/contractors/subcontractors.
- 4) Samples of similar projects previously constructed by the respondent.

Questions and responses to this RFP should be emailed to:

Andrew Myrick, AICP, CEcD
amyrick@ci.seaside.ca.us

Proposals will be evaluated by the Seaside Housing Collaborative.

Attachment 1: Collaborative Agreement

Item VIII.A

Staff Reports

A. Next Meeting Schedule – September 17, 2025

August 20, 2025 | Seaside Housing Collaborative





SEASIDE HOUSING COLLABORATIVE BOARD REPORT

Item VIII.A.

TO: Seaside Housing Collaborative Board of Directors
FROM: Danny Barrientos, Staff Liaison
BY: DANNY BARRIENTOS
DATE: August 20, 2025
SUBJECT: NEXT SCHEDULED MEETING

RECOMMENDATION

REMINDER NEXT SCHEDULED MEETING IS SET FOR SEPTEMBER 17, 2025

BACKGROUND

DURING THE JULY 16, 2025 STAFF REMINDED THE SHC BOARD OF UPCOMING MEETINGS.

ATTACHMENTS

NONE

Item IX

BOARD MEMBER COMMENTS

August 20, 2025 | Seaside Housing Collaborative





ADJOURNMENT

www.seasidehousingcollaborative.org