

# Seaside Housing Collaborative

## Director Board Meeting

April 16, 2025 | 10:00 a.m.





# Seaside Housing Collaborative

## Board of Directors Meeting

April 16, 2025 • 10:00am • Blackhorse Room  
Oldemeyer Center, 986 Hilby Avenue, Seaside, CA

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### 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 OF AGENDA**

**IV. PUBLIC COMMENT**

**V. CONSENT AGENDA**

- A. APPROVE THE DRAFT MINUTES FROM THE FEBRUARY 19<sup>TH</sup>, 2025 MEETING

**VI. BUSINESS ITEMS**

- A. NEW BOARD MEMBER INTRODUCTION – GREG MCDANEL (DANNY BARRIENTOS)
- B. UPDATE OF FUNDING SOURCES - FINANCE (JESSICA RILEY)
- C. DISCUSSION REGARDING DRAFT COOPERATIVE AGREEMENT (ANDY MYRICK)
- D. CITY OF MONTEREY AFFORDABLE HOUSING PROJECT PRESENTATION (DANNY BARRIENTOS)

**VII. STAFF REPORTS**

**VIII. BOARD MEMBER COMMENTS**

**IX. 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

**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

February 19, 2025 • 10:00am • Blackhorse Room  
Oldemeyer Center, 986 Hilby Avenue, Seaside, CA

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### 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, Director Garnett, Director Winick, Acting Director Meewis

ABSENT: Director Soto

**III. REVIEW OF AGENDA**

No changes.

**IV. PUBLIC COMMENT**

None.

**V. CONSENT AGENDA**

**A. APPROVE DRAFT MINUTES FROM THE DECEMBER 18, 2024 MEETING (DANNY BARRIENTOS)**

*On motion by Vice-Chair Thomas and second by Director Winick, and carried by the following vote, the Board of Directors moved to adopt the draft minutes from the December 18, 2024 board meeting.*

RESULT: 5-0-0-1

AYES: Oglesby, Thomas, Garnett, Winick, Meewis

NOES: None

ABSTAIN: None

ABSENT: 1

**VI. BUSINESS ITEMS**

**A. OBTAIN DIRECTION FROM THE BOARD TO PROCEED WITH SUBMITTING RFP FOR DRAFT DESIGNS OF THE TWO PARCELS (DANNY BARRIENTOS)**

*City Staff asked for clarification and direction as to whether to proceed with creating a draft RFP. The SHC board directed City Staff to work on a cooperative agreement to possibility of managing the parcels.*

**B. REVIEW OF WATER ALLOCATION AND WHETHER WATER METERS CAN BE ACQUIRED (ANDY MYRICK AND SHERI DAMON)**

*City Staff explained that there are no water meters set or any water allocated for these two sites. In addition, there is a water meter "cease and desist" so no water meters are being approved.*

**VII. STAFF REPORTS**

*City Staff shared a calendar reminder of the following SHC meetings*

**VIII. BOARD MEMBER COMMENTS**

*The Board Members Shared Comments.*

**IX. ADJOURNMENT**

*The meeting adjourned at 11:15am. Next meeting: March 19, 2025 at 10:00am.*

**Seaside Housing Collaborative Meeting, 4/16/2025**  
**Agenda Item VI.B**



**UPDATE OF FUNDING SOURCES FOR THE SEASIDE HOUSING  
COLLABORATIVE**



# Update Funding Sources to Support SHC: Summary

## SUMMARY OF FUNDING SOURCES

- THE CITY'S AFFORDABLE HOUSING FUNDS (LOANS, GRANTS)
- BONDING
- GRANTS (STATE AND FEDERAL)
- DONATIONS
- FEE FOR SERVICE



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# Update Funding Sources to Support SHC: City Housing Funds

## CITY FUNDING SOURCES AVAILABLE:

- HOUSING SETTLEMENT – 997
  - 2008 SEASIDE HIGHLAND SETTLEMENT
- HOUSING SUCCESSOR/MERGED HOUSING FUND – 297
  - 2011 TRANSFER OF HOUSING ASSETS FROM THE REDEVELOPMENT AGENCY TO THE HOUSING SUCCESSOR AGENCY
- CITY AFFORDABLE HOUSING – 246
  - 2018 SHORT-TERM RENTAL PROGRAM



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# Update Funding Sources to Support SHC: City Housing Funds

## CITY HOUSING FUNDS AVAILABLE:

- TOTAL COMBINED CITY FUNDS AVAILABLE  
APPROXIMATELY \$7.5 MILLION

## FUNDING SOURCES DETAIL:

- THE SIZE OF EACH COMPONENT OF THE TOTAL AVAILABLE FUNDS.
- FUTURE POTENTIAL GROWTH FOR EACH COMPONENT OF EXISTING CITY FUNDS AVAILABLE AND CURRENT EXPENDITURES.
- RESTRICTIONS ON EACH COMPONENT OF THE CITY FUNDS AVAILABLE.



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# Update Funding Sources to Support SHC: City Housing Funds 2008 Settlement

## 2008 HOUSING SETTLEMENT FUND 997

- FUNDS AVAILABLE = \$1.2 MILLION
- SOURCES OF GROWTH & CURRENT EXPENDITURES:  
+ MONEY MARKET INTEREST ON FUND BALANCE
- RESTRICTIONS:
  - AFFORDABLE HOUSING
  - OTHER RESTRICTIONS RELATED TO THE SETTLEMENT



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# Update Funding Sources to Support SHC: City Housing Funds 2011 Housing Successor

2011 MERGED HOUSING/SUCCESSOR AGENCY: TAX INCREMENT  
FUND 297

- PROJECTED FUNDS AVAILABLE FY 2024-2025 = \$5.1 MILLION
- SOURCES OF GROWTH & CURRENT EXPENDITURES:
  - + RENTAL INCOME FROM TRANSFERRED REAL PROPERTIES
  - + REPAYMENT OF LOANS FROM TRANSFERRED LOAN PORTFOLIO
  - + MONEY MARKET INTEREST ON FUND BALANCE
  - COST OF MAINTAINING HOUSING ASSETS
  - \$2.1 MILLION PURCHASE OF AFFORDABLE HOUSING PROPERTIES IN 2024
- RESTRICTIONS:
  - AFFORDABLE HOUSING
  - POTENTIALLY STRICT GUIDELINES AND DEFINITION OF “AFFORDABLE”
  - PROGRAM INCOME MAY BE LESS RESTRICTED
  - VERY LIMITED FOR WORKFORCE HOUSING PROJECTS



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# Update Funding Sources to Support SHC: City Housing Funds 2018 Short-term Rental

## 2018 CITY AFFORDABLE HOUSING FUND SHORT-TERM RENTAL REVENUE FUND 246

- PROJECTED FUNDS AVAILABLE FY 2024-2025 = \$1.1 MILLION
- SOURCES OF GROWTH & CURRENT EXPENDITURES:
  - + SHORT-TERM RENTAL TAX REVENUE
  - + MONEY MARKET INTEREST ON FUND BALANCE
  - + FUND BALANCE HAS GROWN DUE TO STAFF VACANCIES IN HOUSING
  - SUPPORT FOR THE CITY'S INTERNAL HOUSING PROGRAM
- RESTRICTIONS:
  - AFFORDABLE HOUSING



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# Update Funding Sources to Support SHC: Review of process for requesting funds

## PROCESS FOR REQUESTING CITY FUNDS FOR SHC ACTIVITY:

MAY 20, 2021 CITY COUNCIL AGENDA ITEM 10.E

“ANNUAL OPERATING EXPENSES RELATED TO CREATION AND ON-GOING CERTIFICATION OF THE NON-PROFIT, INCLUDING AUDITS, ARE WITHIN THE CITY MANAGER’S BUDGET AUTHORITY AND WILL BE PAID FOR FROM THE CITY’S AFFORDABLE HOUSING FUNDS.”

“SPECIFIC TASK-RELATED EXPENSES FOR THE PLANNING, ENTITLEMENT, CONSTRUCTION AND SALE OR LEASE OF HOUSING SHALL BE ADDRESSED THROUGH PRIOR CONTRACTS AND ARE, AGAIN, EXPECTED TO BE PAID FOR WITH GRANTS, PROJECT REVENUE AND LOANS (TO BE INDIVIDUALLY APPROVED BY THE CITY COUNCIL) FROM THE CITY’S AFFORDABLE HOUSING FUNDS. EMPLOYMENT OF STAFF IS EXPECTED TO BE THROUGH PROJECT REVENUE AND/OR PERFORMANCE CONTRACTS.”



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# Adopted Annual Budget FY 24-25

EXPENDITURES FOR FY-24-25 = \$431

## Budget Summary Seaside Housing Collaborative

	FY2023 Actual	FY2024 Actual	FY2025 Adopted
<b>EXPENDITURES</b>			
Personnel Services	\$0.00	\$0.00	\$0.00
Materials, Supplies, & Overhead Costs	\$812.69	\$3,535.25	\$3,000.00
Consulting	\$7,000.00	\$11,100.00	\$41,569.00
Contracted Services	\$0.00	\$3,900.00	\$5,000.00
Equipment	\$0.00	\$0.00	\$0.00
Capital Outlay and Debt	\$0.00	\$0.00	\$0.00
Internal Services & Central Support Charges	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$431.00</u>
<b>Total Expenditures</b>	<u><b>\$7,813</b></u>	<u><b>\$18,535</b></u>	<u><b>\$50,000</b></u>

<b>REVENUES</b>			
Program Income	\$0.00	\$0.00	\$0.00
Donations	\$0.00	\$0.00	\$0.00
Grants and Other Revenue	\$0.00	\$0.00	\$0.00
Grant from City Affordable Housing Funds	<u>\$7,812.69</u>	<u>\$18,535.25</u>	<u>\$50,000.00</u>
<b>Total Revenues</b>	<u><b>\$ 7,813</b></u>	<u><b>\$ 18,535</b></u>	<u><b>\$ 50,000</b></u>



# Update Funding Sources to Support SHC: Other Sources of Revenue - Bonds

## PROS & CONS OF TAX EXEMPT BOND FUNDING

- PROS

- CAN ACHIEVE LONGER TERM LOANS, 25 TO 35 YEARS
- LOWER BORROWING RATE DUE TO TAX EXEMPT STATUS
- NOT AS MANY RESTRICTIONS ON USE OF BOND PROCEEDS AS LONG AS THE ISSUER IS FURTHERING OUR OVERALL CHARITABLE MISSION

- CONS

- NEED TO HAVE INCOME TO PAY BACK BOND DEBT
- HIGH COST OF ISSUANCE
- INTEREST RATE ENVIRONMENT CONSTRAINTS
- PENDING FEDERAL REGULATION MAY REMOVE TAX EXEMPT STATUS MUNICIPAL BONDS



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# Update Funding Sources to Support SHC: Other Sources of Revenue - Grants

THE SHC IS A 501(C)(3) NON-PROFIT ORGANIZATION AND IS ELIGIBLE TO  
APPLY DIRECTLY FOR SEVERAL STATE GRANT OPPORTUNITIES

STATE GRANTS - [WWW.GRANTS.CA.GOV](http://WWW.GRANTS.CA.GOV)

**REFINE RESULTS**

**Keyword search:** ?  
What are you looking for?

**Show:**  
☒ Forecasted ☒ Active ☐ Closed ☐ Post Award Info ?

**Filter grants by...**

<b>AGENCIES</b> <input type="text" value="Any Agency"/> <span>▼</span>	<b>CATEGORY</b> <input type="text" value="Housing, Community and Eco..."/> <span>▼</span>
<b>ELIGIBLE APPLICANT</b> <input type="text" value="Nonprofit"/> <span>▼</span>	<b>DISBURSEMENT METHOD</b> <input type="text" value="Any Disbursement Method"/> <span>▼</span>



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# Update Funding Sources to Support SHC: Other Sources of Revenue - Grants

THE SHC IS A 501(C)(3) NON-PROFIT ORGANIZATION AND IS ELIGIBLE TO APPLY DIRECTLY FOR SEVERAL FEDERAL GRANT OPPORTUNITIES

## FEDERAL GRANTS – SAM.GOV



The Official U.S. Government System for:

<b>Contracting</b> Contract Opportunities, Contract Award Reports ONLY from fpds.gov and Subcontract Reports (was FSRS.gov)	<b>Federal Assistance</b> Assistance Listings and Subaward Reports (was FSRS.gov)
<b>Wage Determinations</b>	<b>Entity Information</b> Entities, Disaster Response Registry, Exclusions, and Responsibility/Qualification (was fapiis.gov)
<b>Federal Hierarchy</b> Departments and Subtiers	<b>Entity Reporting</b> SCR and Bio-Preferred Reporting



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# Update Funding Sources to Support SHC: Other Sources of Revenue - Grants

## IMPORTANT CONSIDERATIONS FOR GRANTS

- GRANT MATCHES AND COST SHARING
  - MANY GRANTS REQUIRE THE GRANT RECIPIENT TO INCUR SOME COSTS IN THE FORM OF A MATCH OR COST SHARING AGREEMENT
  - THERE IS ALWAYS A COST SHARE PORTION FOR FEDERAL GRANTS
- TIMELINESS REQUIREMENTS
  - SOMETIMES IF FUNDS ARE NOT EXPENDED IN A TIMELY MANNER THE GRANT RECIPIENT WILL NEED TO PAY BACK FUNDS RECEIVED OR NOT BE REIMBURSE FOR EXPENDITURES INCURRED
- WELL DEFINED MISSION AND NARRATIVE
  - THIS CAN CAUSE A CHALLENGE WHILE REGISTERING FOR FEDERAL GRANTS ON SAM.GOV IN PARTICULAR
- PROJECT DESIGN CONCEPTS READY
- ADDITIONAL AUDIT FOR FEDERAL GRANTS ABOVE \$750,000
- USUALLY ADMINISTRATIVE COSTS ARE REIMBURSED AND COULD SUPPORT A CONSULTANT



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# Update Funding Sources to Support SHC: Other Sources of Revenue - Donations

## IMPORTANT CONSIDERATIONS FOR DONATIONS

- CAN RECEIVE CASH DONATIONS OR OTHER ASSETS LIKE LAND
- INCREASED TAX AND REPORTING REQUIREMENT EVEN FOR NON-CASH DONATIONS
- SEVERAL SERVICES AND PLATFORMS AVAILABLE FOR “FUND RAISING CAMPAIGNS” FOR NON-PROFITS
- DONATIONS CAN BE ENHANCED WITH A CLEARLY DEFINED MISSION AND SPECIFIC PROJECTS
- INCREASED TAX AND REPORTING REQUIREMENTS



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# Update Funding Sources to Support SHC: Other Sources of Revenue – Fee for Service

FEE FOR SERVICE – DIRECT SERVICES WITH AN IMPLEMENTED FEE

EX. PROPERTY MANAGEMENT SERVICES

## IMPORTANT CONSIDERATIONS FOR ENTERPRISE ACTIVITIES

- ADDITIONAL IRS REGULATION FOR 501(C)(3) –
  - SERVICE MUST BE “SUBSTANTIALLY RELATED” TO AN EXEMPT PURPOSE
  - MAY BE SUBJECT TO TAX IF IT COMPETES WITH A PRIVATE SECTOR BUSINESS OR FEE
- LIABILITY – INSURANCE HIGHLY RECOMMENDED
- PROFESSION VETTING FOR SERVICE QUALITY – REVIEW TYPICAL REQUEST FOR PROPOSALS FOR SERVICES (SUCH AS FOR PROPERTY MANAGEMENT SERVICES)

MAY WANT TO DEVELOP FEE FOR SERVICE IN CONSULTATION WITH TAX ADVISOR



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# Update Funding Sources to Support SHC: Other Sources of Funding

## RECOMMENDATIONS:

- ESTABLISH NON-PROFIT BUSINESS INSURANCE FOR THE SEASIDE HOUSING COLLABORATIVE EFFECTIVE 7/1/2025.
- START APPLICATION FOR INSURANCE 5/30/2025.
- APPROVE AND ACCEPT INSURANCE COVERAGE IN JUNE 2025 MEETING.
- ADJUST COVERAGE AS LEVEL OF BUSINESS ACTIVITY FOR THE SEASIDE HOUSING COLLABORATIVE CHANGES.



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# Update Funding Sources to Support SHC: Other Sources of Funding

QUESTIONS?



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# Discussion Regarding Draft Cooperative Agreement



# City Of Monterey Affordable Housing Project





# Project Background

- Monterey City Council favors an affordable housing apartment complex behind its City Hall.
- The project is identified as being a 100-percent affordable housing project with a projection of building 42-units of one-, two- and three bedroom apartments in downtown Monterey.
- After years of discussion, in January 2020, Monterey City Council authorized the issuance of an RFP.
- By July 2022, the City of Monterey approved an (ENA) Exclusive Negotiating Agreement with MidPen Housing Corporation and the agreement was made effective in August 2022



# Project Background cont.

- MidPen was required to complete a series of predevelopment studies and negotiate a development agreement with the City.
- After Amendments and extensions were negotiated, both the City and MidPen extended the negotiating period to April 2025. Both parties' goals are to complete negotiations by that timeframe.



# Existing Site Conditions



- Located behind City Hall and bordered by Madison Street, Van Buren Street and Dutra Street.
- The proposed development consist of a multi-family building, totaling approximately 33,000 square feet built on approximately 26,900 square feet of land area (Ground Lease).





# Land Acquisition

- All land is and will remain the property of the City of Monterey.
- Approximately 26,900 square feet of land area will be ground leased.
- 99 year lease term: Upon ground lease expiration, the improvements, alterations, additions, equipment, and fixtures shall transfer to the City of Monterey.



# Financial Challenges

## City Direct Contributions

- Used their existing PLHA Funds of \$110,595.05 paid to MidPen for predevelopment cost, as a loan.
- City obtained REAP Grant for \$2,305,450 with assistance from MidPen.
- General Fund Loan of \$1,500.000.
- \$220,964.20 of REAP Grant funds will be used to pay for the City's NEPA Environmental Review.

## Obtain Funding

- Seeking Federal environmental clearance for the project to qualify for housing vouchers.
- Project-based Vouchers, which are a critical funding source and not yet secured.
- If vouchers are not obtained, a replacement funding source would be needed.
- Project to be funded through multiple sources, including loans, tax credits, housing vouchers, and grants.



# CONCLUSION

- **Usability**
- **Land Purchase**
- **Ground Lease**

Site  
Control



- **General Funds**
- **Grants**
- **Loans**

Financing



- **New Meters**
- **Allocations**
- **Availability**

Water





# Next Meeting – May 21, 2025

[www.seasidehousingcollaborative.org](http://www.seasidehousingcollaborative.org)