

# **A REVIEW OF THE CITY OF MONTEREY'S NEIGHBORHOOD IMPROVEMENT PROGRAM**

## **SUMMARY**

The City of Monterey Neighborhood Improvement and Community Program, more commonly known as the Neighborhood Improvement Program (NIP), was established in 1985 by the Monterey City Council. In 1988, the voters approved Measure B, now included as section 6.6 of the Monterey City Charter, which states that at least 16% of the Transient Occupancy Tax (TOT) is to be set aside for improvements to the residential neighborhoods of Monterey. The original NIP budget in 1986 was \$2 million. The estimated budget for 2017-18 was \$4 million. The NIP has accomplished many beneficial projects in the years since it was established and is generally seen in a positive light by the residents of the City of Monterey.

This investigation began as a result of a citizen's concern that the NIP wasn't adequately serving the neighborhoods. This report will show that the City of Monterey has followed the original intention of the voters for the most part but there are some exceptions detailed below.

This report will identify that the City of Monterey and/or the NIP Committee:

- a) failed to diligently review, and update, the Policies and Procedures Manual (NIP Manual) to currently reflect changes within the NIP operations and structure;
- b) included and funded projects in an entity called Citywide, which is not specified as a neighborhood in the NIP Manual, and which should be funded from the City's General Fund; and
- c) provided inadequate Public Notices for NIP publicly held meetings.

For the above reasons, updated written policies and procedures should be drafted and approved reflecting the current protocols utilized by the NIP. The Monterey County Civil Grand Jury (MCCGJ) recommends that the Monterey City Council in collaboration with the NIP Committee address this matter and:

- a) review the NIP Manual annually and make appropriate changes;
- b) define Citywide and differentiate it from Community-wide (terminology used in the City Charter to describe use of the NIP funds);
- c) avoid using NIP funds for Citywide projects that should be funded through the General Fund; and,

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- d) adopt a protocol to better inform the residents of Monterey, as well as the public at large, when NIP Public Meetings are being held.

### **BACKGROUND**

The MCCGJ began this investigation as a result of a citizen's complaint. The complaint focused on the NIP in the City of Monterey. The three main concerns of the complainant were:

- 1) The lack of term limits for NIP representatives creates an atmosphere that supports vote trading and cronyism;
- 2) The NIP budget is used for projects not included under Measure B, which is described on page 6 of the Manual;<sup>1</sup> and,
- 3) The processes by which the NIP projects are prioritized and by which the funds are allocated do not provide equal treatment for all the neighborhoods' projects.

The MCCGJ began the inquiry into the NIP specifically focused on the three issues brought to our attention by the complaint. During the investigation, several other issues were uncovered that called into question whether the government of the City of Monterey was transparent in its policies, procedures, and finances as they relate to the NIP. In order to better understand the issues, the MCCGJ researched the following:

- a) the organization of the City of Monterey's government;
- b) the history of the City of Monterey; and
- c) the genesis of the NIP.

The following information was obtained from the NIP Policies and Procedures Manual;<sup>2</sup> interviews conducted by the MCCGJ; review of City of Monterey public documents located on the City website using the tool I-SEARCH<sup>3</sup>; and documents provided by City officials, NIP members, and residents.

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<sup>1</sup> <https://monterey.org/Portals/0/Reports/NIP/NIP-Policies-and-Procedures-Manual.pdf>

<sup>2</sup> <https://monterey.org/Portals/0/Reports/NIP/NIP-Policies-and-Procedures-Manual.pdf>

<sup>3</sup> <http://isearchmonterey.org/home.html>

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## **The Government Structure**

The City of Monterey is a charter city that operates under a charter (essentially its own constitution) that has been adopted by local voters. The City of Monterey operates under a Council-Manager form of government. This is a government in which the Monterey City Council governs legislative issues and the City Manager is responsible for all administrative and everyday functions. The Monterey City Council is composed of five councilmembers, one of which is the mayor. Councilmembers are all elected positions and serve staggered four-year terms. The Monterey City Council meets the first and third Tuesday of each month. The city's fiscal year is from July 1st through June 30<sup>th</sup>. Each Monterey City Council meeting has a predetermined agenda. The City Manager has final approval of the Monterey City Council agenda and has responsibility over the functions of the NIP. Appendix A shows the Organizational chart of the City of Monterey.

## **A Brief History of the City of Monterey**

The City of Monterey, which was incorporated in 1850, has come a long way from being initially known for its fishing industry in the early to mid-1900s. Due to its strategic location, it was identified as a key military outpost and was the home to an active military base, the Presidio. The City of Monterey is presently a well-known tourist destination due to several attractions, most notably the Monterey Bay Aquarium. As the area's popularity grew, the negative impact to the natural surroundings and the infrastructure, mainly caused by the increase of automobile traffic, raised great concerns to the residents of the neighborhoods of the city.

In 1985, then Mayor Clyde Roberson introduced a proposal for a system in which a portion of the TOT, charged by lodging establishments, would be diverted to support the needs of the neighborhoods. This system was officially amended into the Monterey City Charter and approved by voters in the General Election of November 8, 1988, as Measure B, Monterey City Charter Amendment Neighborhood and Community Projects Program.<sup>4</sup> The major aspects of Measure B are:

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<sup>4</sup> <https://monterey.org/Residents/Neighborhoods/Neighborhood-Improvement-Program>

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1. At least 16% of the annual TOT revenue is to be budgeted for capital projects to improve the residential neighborhoods or projects of community-wide benefit; and
2. The Monterey City Council may, by a four-fifths vote, reduce said budget below 16%.

A copy of Section 6.6 of the Monterey City Charter is attached as Appendix B

### **The Neighborhood Improvement Program**

To provide guidance to the NIP Committee on how to conduct its business, the NIP Manual was developed.<sup>5</sup> The Council Approved Edition of the NIP Manual, currently in use by the NIP, is dated December 4, 2012.

The NIP includes 16 neighborhoods. The Monterey City Charter defines the appropriate use of NIP funds as targeted for neighborhoods and community-wide capital projects. For clarification purposes of the NIP Manual and this report, the Merriam-Webster Dictionary defines “neighborhood” as “the people living near one another” or “a section lived in by neighbors and usually having distinguishing characteristics.”<sup>6</sup> “Community”<sup>7</sup> is defined as “people with common interests living in a particular area” and Citywide as “including all parts of the city.” The MCCGJ believes community-wide projects benefit the residents within the neighborhoods and Citywide projects benefit the residents of the entire city. A map of the 16 neighborhoods is attached as Appendix C.

Each neighborhood chooses one representative and an alternate to serve on the NIP Committee. Each representative is then approved and appointed by the Monterey City Council. The NIP Committee chooses a Spokesperson and an Alternate Spokesperson to represent the NIP Committee in meetings with the Monterey City Council and other committees. There are no representatives for Citywide.

A neighborhood, as defined in the City Charter, has an identified and distinct boundary. Each neighborhood has a base allocation for funding projects. The base allocation<sup>8</sup>

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<sup>5</sup> <https://monterey.org/Portals/0/Reports/NIP/NIP-Policies-and-Procedures-Manual.pdf>

<sup>6</sup> <https://www.merriam-webster.com/dictionary/neighborhood>

<sup>7</sup> <https://www.merriam-webster.com/dictionary/community>

<sup>8</sup> <https://monterey.org/Portals/0/Reports/NIP/NIP-Policies-and-Procedures-Manual.pdf>

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(funding allocation) is set by the per capita formula per year and is based on the population of each neighborhood. Citywide has no base allocation.

There is a designated City of Monterey NIP Coordinator who is appointed by the City Manager<sup>9</sup> and is responsible for coordinating development and execution of the NIP. The NIP Coordinator's immediate supervisor is the Director of the Public Works Department. Each NIP representative is responsible for submitting resident suggested projects to the NIP Coordinator for review. City staff frequently submit city projects for consideration by the NIP committee at the request of the City Manager, the majority of which are Citywide. These projects are then reviewed by the NIP Coordinator, evaluated as to completion cost, and presented for review by the NIP Committee during Voting Night (as described below).

Each year within the first quarter, NIP representatives meet to vote on projects within their own neighborhoods. During the NIP prioritization meeting, NIP members can support other projects outside of their neighborhoods by lending their allocation of monies to other projects. Approved projects are reviewed by the Monterey City Council for approval or rejection. Once the Monterey City Council approves projects, they return the list of approved projects to the NIP Coordinator for scheduling with the City Engineer, Parks and Recreation Department, and the Public Works Department.

### **APPROACH**

The MCCGJ interviewed several NIP Spokespersons, NIP representatives, and residents of several neighborhoods. The cross section of interviewees included more recently appointed representatives and representatives who have over 15 years of experience on their respective NIP Committees. The MCCGJ also interviewed senior officials within the City of Monterey who had knowledge of the NIP functions and procedures. The interviews included staff members and senior and middle management officials, including elected officials. These interviews provided information that prompted the MCCGJ to research City documents, public meeting minutes, and the finances of the City of Monterey Budget.

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<sup>9</sup> <https://monterey.org/Residents/Neighborhoods/Neighborhood-Improvement-Program>

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Relevant documents, City Minutes, City Agendas, and financial data were collected from the City of Monterey staff and the on-line search engine, I-SEARCH. The I-SEARCH tool allows the user to access on-line activities to review City Public Meetings, including videos and minutes. The search engine allows the user to search by date, month, and year.

The MCCGJ also reviewed:

- NIP Budgets
- City of Monterey Budgets
- NIP website information<sup>10</sup>, and
- NIP Projects submitted to the NIP from the Public

### **DISCUSSION**

#### **NIP Representatives and Term in Office**

The MCCGJ, in its efforts to address the complainant's concerns regarding term limits, interviewed a NIP Spokesperson elected from the representatives, several representatives and residents as well as City Staff and senior officials and found:

- The position of NIP representative is time-consuming and requires a great deal of work and dedication.
- The long serving members reported that they were in their positions due to lack of interest from other neighborhood residents to serve in the position.
- Certain NIP representatives had no alternate to assist them with their NIP tasks.
- Each year, the NIP representatives are voted in by their respective districts.
- Although previous knowledge is valuable, it is not necessary in the position.

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<sup>10</sup> <https://monterey.org/Residents/Neighborhoods/Neighborhood-Improvement-Program>

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- NIP representatives cooperated with each other and voted for, as well as, used funds from their neighborhoods to assist other neighborhood projects.

### **The NIP Neighborhoods and Budget**

The NIP Manual<sup>11</sup> addresses the neighborhoods within the City of Monterey and those neighborhoods are identified by a district name. A map showing the boundaries of each neighborhood is included in Appendix C. There are 16 separate and distinct neighborhoods. The funding allocation of each designated neighborhood is determined by a per capita formula each year and is based upon the population of each neighborhood. The term used by the City of Monterey is “base allocation”. Base allocation is calculated by the number of residents in each neighborhood multiplied by \$7.50 per resident. The population numbers are based upon the 2010 United States Census. The number of residents in their respective neighborhoods is included in Appendix D. Each neighborhood can use its base allocation solely at its discretion and does not need NIP Committee approval for projects covered by this allocation. The funds from the TOT not used for base allocations are used for projects in the prioritization process explained above.

The MCCGJ found, upon reviewing the City Budget 2017-2019,<sup>12</sup> that an entity called Citywide was listed under the heading of Neighborhoods. There is no reference within the City Charter for Citywide. The NIP Manual mentions Citywide projects but does not define them.

The MCCGJ reviewed the NIP budgets from 2008-2018 and found that overall, Citywide received substantially more funding from the NIP Budget than any of the 16 neighborhoods. A copy of the 10-Year Budget numbers by neighborhood is attached as Appendix E. Over the 10 years ending in 2018, Citywide received 30.8% of the NIP budget. During the same years, the next highest was New Monterey with 15.7%, then Monterey Vista with 11%. The rest of the neighborhoods were all under 7% of the

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<sup>11</sup> <https://monterey.org/Portals/0/Reports/NIP/NIP-Policies-and-Procedures-Manual.pdf>

<sup>12</sup> [https://monterey.org/Portals/0/Reports/Finance/Budget/Adopted-Budget-2017-2019-Biennium\\_FINAL.pdf](https://monterey.org/Portals/0/Reports/Finance/Budget/Adopted-Budget-2017-2019-Biennium_FINAL.pdf)

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budget. In 8 of the 10 years, Citywide received more than any of the 16 approved neighborhoods. While it is true that Citywide projects were voted on and approved by the NIP Committee, by using NIP funds for Citywide projects, less was left for individual neighborhood projects.

It is clear that some of these Citywide projects should have been in the General Fund. City departments are asked to provide project ideas to submit to the NIP Committee. These projects probably have merit but may actually be more appropriately covered by the General Fund. Citywide also appears in the General Fund budget. For example, in Budget year 2014 supplemental Budget requests, there is a line request for Citywide listed under General Fund. Additionally, there is a line item entry during the years 2014-2015 for Capital Improvement Projects in which "Citywide Street Repair" is listed under the heading General Fund.

The NIP budget can be used to fund projects other than improvements in the neighborhoods. The City Charter also allows funds for community-wide capital projects. The City Charter indicates that the Monterey City Council "may, by a four-fifths vote reduce the NIP budget" and further states that this can be done if the "Monterey City Council determines that there are insufficient funds for the ordinary and necessary services in any budget year....". There are no guidelines for what is meant by "ordinary and necessary services". Protocols, policies, and procedures to identify instances in which there is an urgent need to use NIP funds outside of what they were intended for do not exist. The MCCGJ wondered how the Monterey residents can be assured that the Monterey City Council is being transparent when they adopt a budget utilizing NIP funds for Citywide projects instead of neighborhood projects.

Document review and interviews with City Staff, Senior City Management, and NIP representatives could not provide a reasonable explanation for the Citywide entity. Some NIP representatives and members were not even aware of the existence of Citywide. In the Monterey City Council minutes dated February 6, 2018, Mayor Clyde Roberson stated, "Going forward, the City needs to find another revenue source to continue to fund Citywide projects outside the NIP".<sup>13</sup> Mayor Roberson also stated he is "not comfortable blessing individual projects, and ideas should be coming from the NIP

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<sup>13</sup> <http://isearchmonterey.org/mtgviewer.aspx?meetid=3887&doctype=MINUTES>

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Committee and residents.”<sup>14</sup> The MCCGJ agrees with this statement. We believe the funding of some projects outside of the pre-described 16 neighborhoods is not abiding by the intent of the City Charter. It appears that funds extracted from the NIP budget for Citywide projects are to enhance the General Fund of the City of Monterey to complete General Fund Projects.

### **Confusion Regarding the NIP Manual**

The purpose of the NIP Manual is to provide guidance to the NIP representatives on how to conduct its business and provide information to the public. The NIP Committee is currently using a Council Approved Edition dated December 4, 2012. The NIP Committee made numerous attempts to update the NIP Manual as documented below.

There are three members from the 16 NIP neighborhoods who sit on the Policy Manual Subcommittee. This Subcommittee is responsible for drafting revisions and additions to the NIP Manual as directed by the NIP Committee. The Mayor represents the Monterey City Council on this Subcommittee.

Over a two-year period (2014-2015), several meetings were held regarding changes, revisions, and deletions to the NIP Manual.<sup>15</sup> These meetings were attended by the NIP Coordinator and NIP Committee. These meetings yielded no progress. The NIP Manual clearly states, “All revisions and additions are discussed and voted on (and).... are taken to the NIP Committee for review and approval prior to being taken to the City Manager to be placed on the agenda for Monterey City Council”<sup>16</sup>.

The most currently used edition of the NIP Manual is dated December 4, 2012 and is available for the public on the NIP website<sup>17</sup>. Between July 2013 and December 2015, issues continued to be raised at NIP meetings regarding changes, deletions, and additions without any actionable outcomes. Discussion related to the revision of the NIP Manual was usually moved to the next meeting. No consensus was reached for any action.

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<sup>14</sup> <http://isearchmonterey.org/mtgviewer.aspx?meetid=3887&doctype=MINUTES>

<sup>15</sup> <http://isearchmonterey.org/meetings.html>

<sup>16</sup> <https://monterey.org/Portals/0/Reports/NIP/NIP-Policies-and-Procedures-Manual.pdf>

<sup>17</sup> <https://monterey.org/Residents/Neighborhoods/Neighborhood-Improvement-Program>

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The MCCGJ found that in December 2015 the matter of “Changes to the NIP Policies and Procedures Manual” was placed on the Monterey City Council agenda. The documents to support the agenda item included a strike through version of the NIP Manual. The motion to “approve Policies and Procedures Manual revisions for the Neighborhood Improvement Program for calendar year 2016 (Plans & Public Works 808-01)” was continued on a 5-0 vote to the next Monterey City Council Meeting in January 2016. The issue never appeared on succeeding agendas. As of the writing of this report, the 2012 approved edition of the NIP Manual remains in use.

The NIP held 11 public meetings in 2016, 8 public meetings in 2017, and 9 public meeting in 2018<sup>18</sup>. Revisions to the NIP Manual were never brought forward for a vote by the NIP Committee. In spite of frequent comments about the importance of making changes to reflect the current status of NIP Committee functioning, the issue was never resolved. All the proposed changes, additions, and deletions to the NIP Manual can be found within the City of Monterey’s I-Search website<sup>19</sup>. All public meetings, minutes, and videos can be accessed on this website.

Over a period of four years, no formal action was taken to change, update, or revise the NIP Manual for Monterey City Council approval. A request by the Mayor dated October 16, 2018,<sup>20</sup> to the NIP Manual Subcommittee and City personnel to review and make changes to the current processes for efficiencies was never completed.

### **Public Meetings Notices**

One of the many important functions of city government is to inform its residents of public meetings. Residents have the absolute right to attend meetings and voice their concerns, approval, or displeasures of action taken or not taken by the city government officials.

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<sup>18</sup> <http://isearchmonterey.org/meetings.html>

<sup>19</sup> <http://isearchmonterey.org/home.html>

<sup>20</sup> <http://isearchmonterey.org/mtgviewer.aspx?meetid=3904&doctype=MINUTES>

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The California Brown Act (Government Code Section 54950 et. Sec) requires notice of public meetings and agendas to be posted 72 hours prior to the meeting.<sup>21</sup> The NIP Manual <sup>22</sup> states that NIP public meetings will be advertised in “local newspapers”.

Notices of NIP public meetings are posted only on the City of Monterey website and the bulletin board outside of City Hall. This meets the letter of the law in the Brown Act but not the spirit of public notice. The MCCGJ requested copies of newspaper postings from the City of Monterey for NIP meetings. None were provided. The City of Monterey is not following the guidelines in the NIP Manual for meeting notice publication.

The City of Monterey does not make use of instant technology and messaging platforms for meeting notices. By using the bulletin board at City Hall to post upcoming meetings, citizens must travel to City Hall to see what is posted, rather than using the latest technology.

### **FINDINGS**

#### **NIP Committee Members**

- F1) NIP Representatives are a reliable and hardworking group of volunteers elected annually by their neighborhoods without term restrictions.
- F2) NIP Representatives work cooperatively with each other to prioritize and fund projects. There is no evidence of “cronyism” or vote trading.
- F3) Term limits would likely lead to numerous vacancies on the NIP Committee.

#### **NIP Manual**

- F4) The December 4, 2012 Edition of the NIP Manual does not reflect the current processes and practices of the NIP.
- F5) From 2012 to the present, the NIP Committee has continued to discuss changes to the 2012 NIP Manual without subsequent city council approval, thereby not having up to date practices documented.
- F6) The NIP Coordinator and the City Manager failed to advance the revision of the NIP Manual over a period of six years.

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<sup>21</sup> <https://www.jdsupra.com/legalnews/ab-2257-new-brown-act-requirements-for-35346/>

<sup>22</sup> <https://monterey.org/Portals/0/Reports/NIP/NIP-Policies-and-Procedures-Manual.pdf>

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### **NIP Projects**

- F7) NIP has a well worked out method of prioritizing neighborhood projects.
- F8) The City of Monterey gives appropriate procedural support to the NIP projects.
- F9) The funding of some projects outside of the pre-described 16 neighborhoods is not abiding by the intent of the City Charter.
- F10) There is confusion about Citywide projects that can be found in both NIP and General Fund budgets. The citizens of Monterey don't have but need transparency when it comes to the NIP funding of Citywide projects.
- F11) The practice of City Officials submitting Citywide projects from their respective departments and presenting them to the NIP for approval gives the appearance that Citywide projects belong in the NIP budget but may actually belong in the General Fund budget.
- F12) Funds used from the NIP budget for Citywide projects are to enhance the General Fund of the City of Monterey to complete General Fund Projects.
- F13) Citywide has been erroneously identified as a neighborhood and is included in project assignments but has no base allocated budget.
- F14) Over a ten-year period, the NIP budget shows that Citywide received substantially more funding than any of the true 16 neighborhoods.

### **Public Meeting Notices**

- F15) NIP public meetings are not communicated effectively to the residents of Monterey or to the general public.
- F16) The City of Monterey is not following the NIP Manual's guidelines by failing to post public meeting announcements in local newspapers.

## **RECOMMENDATIONS**

- R1) Immediately, the Monterey City Council should coordinate with the NIP Representatives to update the 2012 Edition of the NIP Manual to reflect the current operations and policies of the NIP and to annually update the NIP Manual.
- R2) No later than the end of the 2019-2020 fiscal year, the Monterey City Council should hold the office of the City Manager accountable for the process of

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updating the NIP Manual and having it placed on the agenda for a vote by the Monterey City Council.

- R3) By the end of the 2019-2020 fiscal year, the Monterey City Council should develop protocols, policies, and procedures to identify instances in which there is an urgent need to use NIP funds outside of what they were intended.
- R4) By January 2020 the Monterey City Council should clearly define Citywide and differentiate it from Community-wide as it relates to NIP projects and funding.
- R5) Immediately the Monterey City Council should develop criteria to differentiate General Fund projects that qualify for NIP funds from those projects that do not.
- R6) Immediately after finalizing R5, the Monterey City Council should ensure that City Staff, including elected officials, do not submit projects to the NIP when those projects are within the purview of the General Fund.
- R7) By January 2020, the Monterey City Council should adopt and implement broader and more modern methods of informing the residents of Monterey when and where public meetings of the NIP are to be held.

### **REQUIRED RESPONSES**

Pursuant to Penal Code sections 933 and 933.05, the grand jury requests a response to the Findings and Recommendations as follows:

From the following governing body within 90 days:

- The Monterey City Council  
Findings: F4), F5) F7), F8), F9), F10) F11), F12), F13), F14), F15), F16), and  
Recommendations: R1), R2), R3), R4), R5), R6), R7)

### **INVITED RESPONSES**

- The Monterey City Mayor  
Findings: F4), F5) F7), F8), F9), F10) F11), F12), F13), F14), F15), F16), and  
Recommendations: R1), R2), R3), R4), R5), R6), R7)

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- The City Manager of the City of Monterey  
Findings: F4), F5), F6), F7), F8), F9), F10), F11), F12), F13), F14), F15) and F16)  
Recommendations: R1), R2), R3), R6) and R7)
  
- NIP Spokesperson  
Findings: F1), F2), F3), F4), F5), F7), F8), F9), F10), F11), F12), F13), F14), F15) and F16)  
Recommendations: R1), R2), R7)

Reports issued by the Civil Grand Jury do not identify individuals interviewed. Penal Code section 929 requires that reports of the Civil Grand Jury not contain the name of any person or facts leading to the identity of any person who provides information to the Civil Grand Jury

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## **APPENDICES**

Appendix A: City of Monterey Organizational Charter

Appendix B: Section 6.6 of the Monterey City Charter

Appendix C: Map of Monterey's 16 Neighborhoods (from Policy and Procedure Manual  
p. 10)

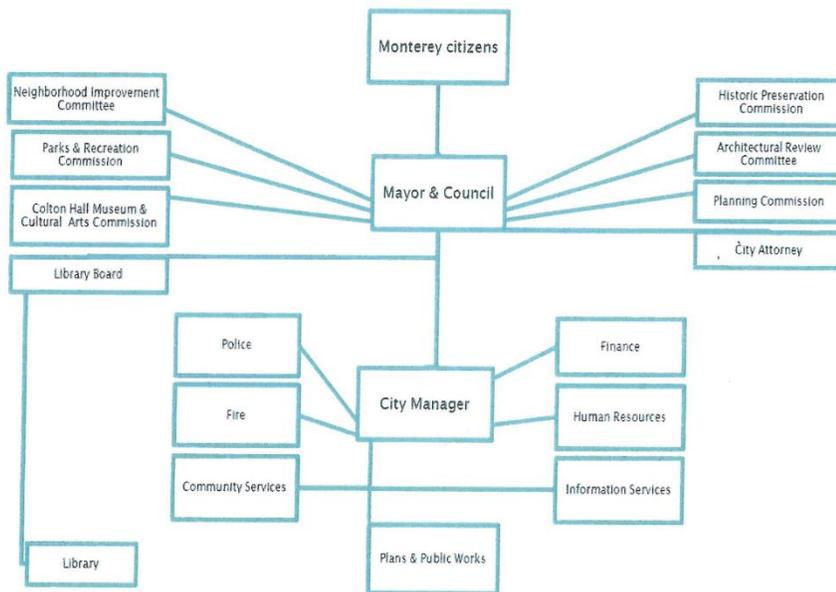
Appendix D: NIP Neighborhoods (from NIP Policy and Procedures Manual)

Appendix E: Funding by Neighborhood 2008-2018

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## Appendix A: City of Monterey Organizational Charter

### Organizational Chart



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## **Appendix B: Section 6.6 of the Monterey City Charter**

### **Sec. 6.6 Neighborhood and Community Improvement Program.**

a) Purpose: The purpose of the Neighborhood and Community Improvement Program is to insure that a minimum portion of the City's annual budget is expended to improve the residential neighborhoods of the City and to provide for capital projects of community-wide benefit.

b) Capital Projects Defined: Capital Projects include, but are not limited to, streets, storm drains, sewers, sidewalks, lighting, traffic control devices, landscaping and beautification, parks, recreational facilities and other public buildings. Capital Projects do not include ordinary services.

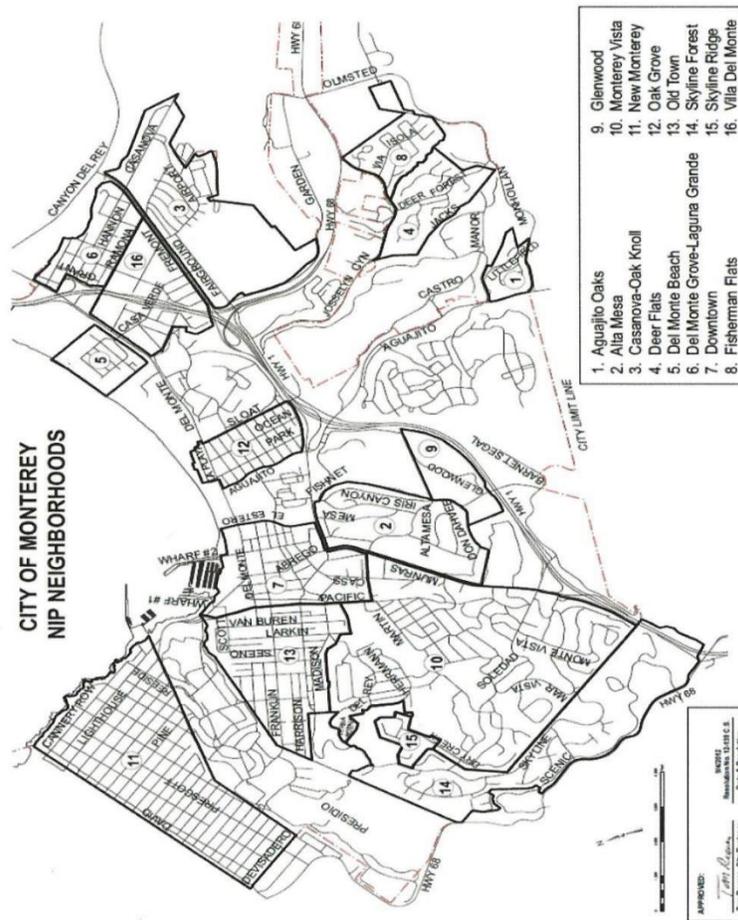
c) Annual Budget: As part of the annual budget, the Monterey City Council shall appropriate at least sixteen percent (16%) of the Transient Occupancy Tax estimated to be collected during the fiscal year to be expended on Neighborhood and Community Improvements. If the Council determines that there are insufficient funds available to provide for the ordinary and necessary services in any budget year, they may, by an affirmative vote of four (4) members of the Monterey City Council, reduce the amount to be appropriated for Neighborhood and Community Improvements.

d) Neighborhood Improvement Program Committee: The Monterey City Council shall appoint at least one (1) resident from each residential neighborhood to the Neighborhood Improvement Program Committee. The Committee shall recommend a list of capital improvements desired to be accomplished in each neighborhood. Recommendations may include multi-year projects and funding.

e) Council Action: From the recommendations of the Neighborhood Improvement Program Committee the Council shall include a Neighborhood Improvement Program in the annual budget. The determination of the projects, priorities and expenditures shall be within the sound discretion of the Monterey City Council.

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## Appendix C: Map of Monterey's 16 Neighborhoods (from Policy and Procedure Manual p. 10)



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## Appendix D: NIP Neighborhoods (from NIP Policy and Procedures Manual)

### IV. NEIGHBORHOOD IMPROVEMENT PROGRAM COMMITTEE

- A. What is a Neighborhood? Webster defines a neighborhood as "the people living near one another" or "a section lived in by neighbors and usually having distinguishing characteristics." For NIP purposes, an area must be eligible for NIP-funded projects within its boundaries to qualify as a neighborhood. Currently, Monterey has sixteen (16) distinctive neighborhoods. These neighborhoods are:

<u>NEIGHBORHOOD</u>	<u>POPULATION - 2010</u>
1. Aguajito Oaks	97
2. Alta Mesa	290
3. Casanova-Oak Knoll	1,713
4. Deer Flats	451
5. Del Monte Beach	525
6. Del Monte Grove-Laguna Grande	1 ,243
7. Downtown	287
8. Fisherman Flats	447
9. Glenwood	993
10. Monterey Vista	3,806
1 1. New Monterey	5,091
12. Oak Grove	1 ,642
13. Old Town	3,105
14. Skyline Forest	1 ,098
15. Skyline Ridge	151
16. Villa Del Monte	2,212

# A REVIEW OF THE CITY OF MONTEREY'S NEIGHBORHOOD IMPROVEMENT PROGRAM

## Appendix E: Funding by Neighborhood 2008-2018

Project/Type	Funding by Year										Total	10-year %	
	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017			
<b>ADJ-Related</b>	\$ 313,000	\$ 801,000	\$ -	\$ 280,000	\$ 292,000	\$ 448,000	\$ 74,700	\$ 53,800	\$ 60,000	\$ 60,000	\$ 2,065,500	8.2%	
Damage	\$ 345,000	\$ 262,000	\$ 385,000	\$ 325,000	\$ 428,000	\$ 621,700	\$ 786,820	\$ 85,000	\$ 145,000	\$ 235,000	\$ 1,683,500	13.5%	
Facilities & Equipment	\$ 165,000	\$ 95,000	\$ 348,750	\$ 140,500	\$ 301,200	\$ 98,500	\$ 156,100	\$ 463,590	\$ 459,090	\$ -	\$ 2,487,730	9.0%	
Historic, Museum & Art-Related	\$ 468,000	\$ 64,000	\$ 275,000	\$ 145,000	\$ 140,000	\$ -	\$ 53,300	\$ 36,000	\$ 36,000	\$ 288,500	\$ 5,000	1,526,800	5.5%
Other/Misc	\$ -	\$ 13,000	\$ 153,200	\$ -	\$ 75,000	\$ 40,000	\$ 15,400	\$ 200,000	\$ 227,000	\$ 12,000	\$ 45,500	733,100	2.8%
MPS/D	\$ -	\$ -	\$ -	\$ 305,000	\$ 40,000	\$ -	\$ -	\$ 14,000	\$ 14,000	\$ 12,000	\$ 50,000	\$ 495,000	1.8%
Parks & Park-Related	\$ 341,000	\$ 883,975	\$ 1,044,000	\$ 177,575	\$ 1,222,000	\$ 669,500	\$ 221,500	\$ 511,800	\$ 441,100	\$ 612,500	\$ 628,380	\$ 6,753,240	24.5%
Sidewalks/Walkways	\$ 347,000	\$ 228,000	\$ 411,000	\$ 8,700	\$ 133,000	\$ 640,000	\$ 15,700	\$ -	\$ 55,000	\$ 631,000	\$ 150,190	\$ 2,829,590	9.5%
Streets	\$ 813,000	\$ 338,000	\$ 450,000	\$ 515,000	\$ 40,000	\$ 19,000	\$ -	\$ 328,140	\$ 168,500	\$ -	\$ -	\$ 2,889,640	9.7%
Traffic Calming & Traffic Safety	\$ 971,000	\$ 303,000	\$ 388,000	\$ 548,000	\$ 162,000	\$ 279,000	\$ 634,700	\$ 71,800	\$ 125,840	\$ 155,000	\$ 823,000	\$ 4,387,140	15.8%
<b>Total</b>	\$ 3,781,000	\$ 2,893,975	\$ 3,442,950	\$ 2,449,875	\$ 2,793,200	\$ 2,775,700	\$ 1,978,220	\$ 1,710,130	\$ 1,710,130	\$ 1,972,000	\$ 2,170,430	\$ 27,777,610	100%
<b>Contingency</b>	\$ 450,000	\$ 450,000	\$ 966,135	\$ 332,000	\$ -	\$ 16,515	\$ 200,000	\$ -	\$ 205,947	\$ 200,000	\$ 150,000	\$ 2,771,987	
<b>Neighborhood</b>	<b>PY 17/18</b>	<b>PY 18/17</b>	<b>PY 15/16</b>	<b>PY 14/15</b>	<b>PY 13/14</b>	<b>PY 12/13</b>	<b>PY 11/12</b>	<b>PY 10/11</b>	<b>PY 09/10</b>	<b>PY 08/09</b>	<b>PY 07/08</b>	<b>Total</b>	<b>%</b>
Aquatic Oaks	\$ -	\$ -	\$ 7,000	\$ -	\$ -	\$ 22,700	\$ 1,600	\$ -	\$ -	\$ -	\$ -	\$ 31,300	0.1%
Alta Mesa	\$ 50,000	\$ 82,175	\$ 41,000	\$ 2,175	\$ 25,000	\$ 78,000	\$ 25,000	\$ 40,000	\$ 40,000	\$ 25,000	\$ 25,000	\$ 413,550	1.5%
Casanova Oakknoll	\$ 487,000	\$ 140,000	\$ 206,700	\$ 12,000	\$ 92,000	\$ 280,500	\$ -	\$ 21,500	\$ 21,500	\$ 61,000	\$ 123,890	\$ 1,446,050	5.2%
Citywide	\$ 730,000	\$ 1,317,000	\$ 993,750	\$ 148,000	\$ 925,200	\$ 793,500	\$ 518,420	\$ 805,730	\$ 805,730	\$ 559,500	\$ 715,000	\$ 8,553,830	30.8%
Deer Flats	\$ -	\$ -	\$ 31,000	\$ 8,700	\$ -	\$ 51,500	\$ -	\$ -	\$ -	\$ 10,000	\$ 10,000	\$ 111,200	0.4%
Del Monte Beach	\$ 63,000	\$ -	\$ 35,000	\$ 95,000	\$ 190,000	\$ 7,500	\$ 80,000	\$ 10,000	\$ 10,000	\$ 191,500	\$ -	\$ 655,000	2.4%
Del Monte Grove/ Laguna Grande	\$ 478,000	\$ 250,500	\$ 169,800	\$ 290,000	\$ 240,000	\$ 44,000	\$ 65,200	\$ -	\$ -	\$ 97,000	\$ 16,000	\$ 1,689,700	6.1%
Downtown	\$ -	\$ 175,000	\$ 22,000	\$ 50,000	\$ -	\$ -	\$ 17,000	\$ -	\$ -	\$ 5,000	\$ -	\$ 270,190	1.0%
Fairman's Flats	\$ 65,000	\$ 25,000	\$ 18,000	\$ 250,000	\$ 85,000	\$ 91,000	\$ 26,500	\$ 80,000	\$ 60,000	\$ 50,000	\$ 2,590	\$ 753,000	2.6%
Glenwood	\$ 265,000	\$ 146,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ -	\$ -	\$ 5,000	\$ 9,350	\$ 408,350	1.5%
Monterey Vista	\$ 416,000	\$ 357,500	\$ 421,000	\$ 295,000	\$ 93,000	\$ 282,000	\$ 356,100	\$ 203,500	\$ 203,500	\$ 256,500	\$ 191,000	\$ 3,045,100	11.0%
New Monterey	\$ 798,000	\$ 156,800	\$ 300,000	\$ 480,000	\$ 491,000	\$ 572,000	\$ 285,700	\$ 319,400	\$ 319,400	\$ 484,500	\$ 149,000	\$ 4,355,800	15.7%
Oak Grove	\$ -	\$ 20,000	\$ 450,000	\$ -	\$ -	\$ 94,000	\$ 38,200	\$ -	\$ -	\$ 6,000	\$ -	\$ 568,200	3.4%
Old Town	\$ -	\$ 94,000	\$ 100,000	\$ 16,000	\$ 180,000	\$ 138,000	\$ 245,000	\$ 95,000	\$ 95,000	\$ 128,000	\$ 191,500	\$ 1,468,500	5.4%
Skyline Forest	\$ 125,000	\$ 100,000	\$ 200,000	\$ 375,000	\$ 335,000	\$ 288,000	\$ 142,000	\$ 110,000	\$ 110,000	\$ 125,000	\$ 57,000	\$ 1,954,000	7.1%
Skyline Ridge	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Villa Del Monte	\$ 313,000	\$ 110,000	\$ 242,500	\$ 130,000	\$ 130,000	\$ 128,000	\$ 157,500	\$ 45,000	\$ 45,000	\$ -	\$ 329,000	\$ 1,629,000	5.9%
<b>Total</b>	\$ 3,781,000	\$ 2,893,975	\$ 3,442,950	\$ 2,449,875	\$ 2,793,200	\$ 2,775,700	\$ 1,978,220	\$ 1,710,130	\$ 1,710,130	\$ 1,972,000	\$ 2,170,430	\$ 27,777,610	100%

City of Monterey 2017-19 Biennial Budget