

City of Culver City, California
City Council Agenda Item Report

Meeting Date: 01/14/08		Item Number: <u>PH-1</u>	
AGENDA ITEM: Public Hearing Regarding (1) Allocation of 2008-09 Community Development Block Grant (CDBG) Funds and (2) Adoption of Resolution Authorizing the Filing of the 2008-09 Application for Funding from the CDBG Program.			
Contact Person/Dept.: Shelly Wolfberg		Phone Number: (310) 253-6008	
Fiscal Impact: Yes ☒ No ☐		General Fund: Yes ☒ No ☐	
Public Hearing: ☒		Action Item: ☐ Attachments: ☒	
Public Notification: CDBG Advisory Committee Members and Alternates. Legal Notice was published in the Culver City News on 12/27/07 and posted at various City locations; Master Notification List on 01/09/08.			
Department Approval: Shelly Wolfberg (01/08/08)		City Attorney Approval: Carol Schwab (by H. Baker) (01/08/08)	
Fiscal Impact Review: Jeff Muir (01/08/08)		City Manager Approval: Jerry B. Fulwood (01/08/08)	
<u>RECOMMENDATION:</u> Staff recommends the City Council approve the Community Development Block Grant Advisory Committee's (CDBGAC) recommendation in the allocation of CDBG funds for FY 2008-09 and adopt the Resolution authorizing the filing of the 2008-09 application for funding from the CDBG program. <u>PROCEDURE:</u> 1. Mayor seeks a motion to receive and file the affidavit and notice of publication. 2. Mayor calls on staff for a brief report or asks Councilmembers if they have questions of staff on this subject. 3. Mayor declares the Public Hearing open and calls upon the public for comments. 4. Mayor seeks a motion to close the Public Hearing. 5. City Council discusses the matter and takes the desired actions concerning the recommendations or specifically approves changes. <u>BACKGROUND:</u> Culver City has participated in the CDBG program as a member of the Los Angeles Urban County Entitlement since 1977. During that time the City has received allocations in excess of \$10 million, which have been approved by the City Council to fund such projects as the construction of the new Senior Center, installation of wheelchair ramps/curb cuts, installation and upgrade of streetlights, and modifications to City facilities to comply with Federal accessibility regulations			

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including the Americans with Disabilities Act (ADA) mandates. CDBG funds have also gone toward the administration of the CDBG program and to provide funding for positions providing programs and services for people with disabilities.

In compliance with requirements for citizen participation in the allocation of CDBG funding, the Community Development Block Grant Advisory Committee (CDBGAC) meets annually to discuss the allocation of CDBG Entitlement funds. The CDBGAC Orientation meeting was held on November 29, 2007, and a Public Hearing was held on December 19, 2007 in which project recommendations were made by CDBGAC.

DISCUSSION:

On December 26, 2007, Culver City was informed that its preliminary allocation for FY 2008-09 is \$307,421. Since FY 1998-99, CDBG funds allocated to the City has declined by 21%.

Of the total estimated allocation for 2008-09, \$188,808 is earmarked for the repayment of the Section 108 Loan, which was used to partially fund construction of the City's new Senior Center, leaving \$118,613 available to fund other CDBG projects. The CDBGAC made its recommendations at its December 19, 2007 public hearing as to how the remainder of the funds should be utilized. If the estimated allocation is not received at the anticipated level, the earmark will remain the same, as adjustments will be made accordingly to capital, administration, and public service project allocations.

CDBG funding for public service projects is capped at 15% of the City's 2008-09 total allocation, while funding for general administration of the CDBG program is capped at 10%. Also, as was the case in 2007-08, proposed CDBG capital projects must meet the minimum budget of \$10,000 to be considered.

PROPOSED PROJECTS FOR 2008-09

The following are the recommendations of the CDBGAC for the allocation of 2008-09 CDBG funding:

Priority 1: Senior Center Section 108 Loan Repayment (\$188,808): Section 108 loan funding was utilized to partially construct the City's Senior Center. The amount earmarked for repayment of the loan in FY 2008-09 is \$188,808. The payment is taken directly from the City's allocation of CDBG funding. The obligation to repay this loan will conclude with the final payment in August 2014.

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Priority 2: CDBG General Administration Authority (\$30,742): This project is a priority of the Office of the City Manager, whose staff, along with Accounting Division staff, has primary responsibility for the administration and management of the City's annual CDBG funding allocation. CDBG guidelines allow the City to apply up to 10% of the entitlement funds for administration, which includes administrative, accounting and public participation costs. The CDBGAC recommends that \$30,742, the full amount allowable under CDBG regulations, be used for the reimbursement of all eligible costs associated with the administration of the City's CDBG program.

Priority 3: Disability Services Specialist (\$46,113): The funding for disability services staff is a priority of the Parks, Recreation and Community Services Department and the Disability Advisory Committee (DAC). This position assists in the identification of available community services, and implements, conducts and facilitates services and programs for Culver City residents with disabilities. The full amount necessary to fund this full-time position is estimated at \$83,555 for FY 2008-09. Please note that there is a difference of \$37,442 between the requested amount and the amount recommended by the CDBGAC. Alternatively, the Council may wish to consider backfilling the position with General Fund dollars to make up the difference during the budget process.

Priority 4: Priority 4: Pedestrian Islands at the Intersection of Jefferson Boulevard and Overland Avenue (\$10,000): The purpose of this project is to sawcut and create at grade pedestrian pathways to the crosswalks that intersect the islands. Increased accessibility will assist disabled pedestrian at this intersection. An example of this type of island exists at the north east corner of Washington Boulevard and Sawtelle Boulevard intersection. The construction cost is estimated to be \$10,000.

Priority 5: Disabled Accessible Electronic Doors (\$21,758): Funding would go towards the purchase and installation of one set of automatic opening doors to improve access for the disabled population at the main entrance door from the staff/public parking lot adjacent to playground at Veterans Memorial Building. Staff recommends appropriating an amount not to exceed \$5,800 from P-876 - Veterans Memorial Building Refurbishment - or another CIP in FY 2008-09 towards the total project budget of approximately \$27,500.

Priority 6: Jacob Street Slurry Seal Project (\$10,000): This project is for the placement of a rubber slurry seal coat on the surface of Jacob Street in order to extend the useful life of the street without asphalt resurfacing. The rubber in the slurry seal coat will consist of recycled used tires. Also the rubber helps keep the street surface remain dark and not fade to a gray color. Per the pavement management plan, Jacob Street asphalt surface is rated to receive a slurry seal

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coat. The total construction cost is estimated to be \$40,000; the remaining \$30,000 would be leveraged with Gas Tax funds, already in the CIP for FY 2007-08, which would be carried over to FY 2008-09 from P863 – Residential Paving Program.

FISCAL ANALYSIS:

Approval of the CDBGAC's recommendations could result in an impact to the City's General Fund. The position of Disability Services Specialist can be funded through CDBG at the maximum expenditure for public services, but leaves a need for \$37,442 that the CDBGAC requests be considered to be backfilled by the General Fund during the budget process. Historically, the General Fund has funded the difference of the Disability Services Specialist position. The Public Works Department has agreed to maintain all projects. For the ADA Accessible doors at Veterans Memorial Building, PRCS Department staff will request a budget appropriation for P-876 in the amount of \$5,800 during the budget process.

SUMMARY OF 2008-09 CDBGAC FUNDING RECOMMENDATIONS

<u>Priority</u>	<u>Project Title</u>	<u>Recommended Funding</u>
1	Transfer to Sec. 108 Payment	\$ 188,808
2	General Administration at 10% of Allocation	\$ 30,742
3	Public Service at 15% of Allocation	\$ 46,113
4	Jefferson/Overland Islands	\$ 10,000
5	Disabled Accessible Doors at Veterans Memorial Building	\$ 21,758
6	Slurry Seal on Jacob Street	<u>\$ 10,000</u>
TOTAL CDBGAC RECOMMENDATIONS:		\$ 307,421

ESTIMATED ALLOCATION: \$307,421

ATTACHMENTS:

1. Proposed Resolution authorizing the filing of the City's 2007-08 CDBG Application.
2. Approved CDBG Projects for 2007-08.
3. 2008-09 CDBG Public Information Report.
4. 2008-09 CDBG Project Funding Request memoranda.

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MOTION:

That the City Council:

1. Approve the 2008-09 CDBG projects, including procedures for accommodating changes in anticipated CDBG funding and CDBG Advisory Committee modifications, as set forth in this staff report (or as amended this evening); and
2. Adopt the Resolution authorizing the filing of the 2008-09 application for funding from the Community Development Block Grant Program, including all certifications; and
3. Designate the City Manager as the authorized City official to execute and file all documents pertaining to the CDBG program, including making minor adjustments to project funding to address the actual 2008-09 CDBG Allocation; and
4. Approve execution of the CDBG Reimbursable Contract with the County of Los Angeles concerning Culver City's 2008-09 CDBG Allocation, subject to the review of the City Attorney and authorize the City Manager to sign and the City Clerk to attest thereto.