

MEETING DATE: **01.14.13**

AGENDA ITEM: (1) Consideration of the Community Development Block Grant Fund Allocation for Fiscal Year 2013/2014; (2) Adoption of a Resolution Authorizing the Filing of the Application for Funding; (3) Approval of a **Reimbursable** Contract with the County of Los Angeles Concerning Culver City's Allocation; and, (4) Modification to the CDBG Advisory Committee.

ATTACHMENTS

	<u>Pages</u>
1. Proposed Resolution authorizing the filing of the City's FY 2013/2014 CDBG application	1-3
2. DRAFT Minutes of the CDBG Advisory Committee Community Meeting conducted on December 11, 2012	4-7
3. CDBG PowerPoint Presentation	8-22

RESOLUTION NO. 2013-R_____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
CULVER CITY, CALIFORNIA, AUTHORIZING THE FILING OF
AN APPLICATION FOR THE FEDERAL ASSISTANCE
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM AS
PART OF THE LOS ANGELES URBAN COUNTY – INCLUDING
PROGRAM CERTIFICATIONS (2013-2014)**

WHEREAS, the City of Culver City, a municipal corporation within the State of California, operating under a Charter filed in the office of the Secretary of State June 30, 2006, possesses legal authority to apply for Federal Assistance under the Community Development Block Grant Program; and

WHEREAS, the City has entered into a Cooperation Agreement with the County of Los Angeles to join the Urban County for purposes of applying for Community Development Block Grant funds.

NOW, THEREFORE, the City Council of the City of Culver City, California, DOES HEREBY RESOLVE, as follows:

1. In compliance with State CEQA Guidelines, Section 15300, et seq., it is determined that the project activities for the 2013-2014 program year are categorically exempt activities.

2. The objectives for the conduct of the 2013-2014 Community Development Program are as follows:

A. To stabilize and preserve existing residential neighborhoods, prevent and eliminate blight by improving supportive public facilities and constructing streetscape improvements, and comply with the federal Americans with Disabilities Act (ADA).

B. To provide funding for projects serving the elderly, the disabled and youth, which includes the City position of Disability Services Specialist.

4. The filing of an application for Federal Assistance under the Community Development Block Grant program for 2013-2014 as part of the Los Angeles Urban County, including Program Certifications, is hereby authorized.

5. The City Manager of the City of Culver City or his/her designee is hereby designated and directed as the authorized representative of the City of Culver City to act in connection with the application, to execute documents relating to the application, and to provide such additional information as may be required.

APPROVED and ADOPTED this ____ day of _____, 2013.

ATTEST:

APPROVED AS TO FORM:


CAROL A. SCHWAB
City Attorney

A13-00009

EXHIBIT "A"

CDBG FY 2013-14 PROJECT REQUESTS

ESTIMATED 2013-14 CDBG GRANT ALLOCATION IS \$193,247

<u>Priority</u>	<u>Project Title</u>	<u>Rec. Funding</u>
1.	Transfer to Sec. 108 Payment	\$ 147,605.75
2.	Public Service at 15% of Allocation	\$ 28,987.05
3.	Sidewalk Repairs	\$16,654.20
TOTAL CDBGAC RECOMMENDATIONS:		\$193,247
ESTIMATED CDBG FUNDING:		\$193,247

**CITY OF CULVER CITY
COMMUNITY DEVELOPMENT BLOCK GRANT ADVISORY COMMITTEE**

DECEMBER 11, 2012

DAN PATAACCHIA CONFERENCE ROOM

**CULVER CITY CITY HALL
9770 CULVER BOULEVARD
CULVER CITY, CALIFORNIA**

MINUTES

CALL TO ORDER

At the hour of 6:36 p.m., Kriss Casanova, CBDG Administrator, called the regular meeting of the City of Culver City Community Development Block Grant (CDBG) Advisory Committee to order.

Present (voting): Rhonda Wolf (Parks, Recreation and Community Services Commission)
Scott Wyant (Planning Commission)
Catherine Yonda (Disability Advisory Committee)
David Mosqueira (Youth Representative)

Non-voting alternates: Scott Wyant (Planning Commission)
Laura Stuart (Parks, Recreation and Community Services Commission)

Staff: Kriss Casanova, CBDG Administrator
Todd Tipton, Economic Development
Chris Evans, Public Works
Hong Wang, Public Works
Armando Abrego, Sr. & Social Services Manager

CDBG Administrator, Kriss Casanova, welcomed all in attendance and thanked them for their interest in the night's proceedings. She then stated the procedures to be followed in conducting the meeting and provided an introduction to tonight's agenda.

RECEIPT OF CORRESPONDENCE

Ms. Casanova stated that Notice of this meeting was distributed via the City's Master Notification List, and posted at City Hall, the Culver City Senior Center and the Culver City Julian Dixon Library.

Ms. Casanova read into record an email from Michelle Weiner, resident on Walgrove, regarding the need for a community/learning garden. She explained that the project would be eligible in CBDG designated areas but that vacant land would need to be available for that use.

Ms. Yanda suggested that should be low on the CDBG priority list due to there being other avenues that may result in such a garden.

Ms. Casanova provided an overview of Dan Obrien's proposal to repave the basketball courts at Veterans Memorial Park and indicated that the project is ineligible since it is not located in a CBDG designated area.

PUBLIC COMMENT FOR ITEMS ON THE AGENDA

None.

AGENDA ITEMS

Ms. Casanova clarified that per City Council policy, funding is typically prioritized towards re-payment of the Senior Center loan, Disability Services salary and then Capital Improvement projects.

Mr. Abrego introduced himself and spoke to the duties and services that the Disability and Social Services Specialist position provides and handed out a summary sheet of recent activities. The position has historically been funded by the CDBG program to offset costs to the General Fund.

Mr. Evans provided an overview of the Capital Improvement projects proposed by the Public Works Department: 1. Sidewalk Repairs - westside (matching amount from gas tax funds available); 2. Sidewalk Repairs – eastside (matching amount from gas tax funds available); 3. Street Resurfacing (i.e. Slurry; matching funds also available);

Ms. Yanda asked whether it would be possible for the City to receive a future reimbursement if sidewalks adjacent to Colonial Avenue were replaced now and a development occurred in the near future.

Mr. Evans explained that the project's time frame was uncertain and replacing the sidewalk now would mitigate a potentially dangerous situation for the neighborhood.

Ms. Yanda asked whether or not the Colonial Avenue sidewalks were identified by the Disability Coordinator.

Mr. Evans explained they were not and then provided an overview of improvements on the eastside.

Ms. Yanda explained that a problem exists on Braddock and wondered how Braddock was overlooked and asked to include Braddock on the list for next time.

Mr. Evans responded that could be done.

Ms. Yanda said she would like to see list of City sidewalk repairs.

Ms. Wolf asked if CDBG funds weren't available, how long it would take for City to get to the repairs.

Mr. Evans said it depends on severity of the situation and then provided an overview of slurry seal projects.

Ms. Yanda asked if was possible that streets could be eliminated from the CDBG eligibility list?

Ms. Casanova responded yes because the information was based off census data.

Ms. Yanda asked how much it costs to slurry seal one block or the per parcel cost.

Mr. Evans said approximately \$300 per parcel (500 sq.ft. per parcel x \$.60 per foot).

Mr. Mosquieira asked if the improvements on the east side were in front of low income homes?

Ms. Casanova explained that all homes in the CDBG tract qualify due to disabled and low income living in the tract.

Ms. Yanda asked when sidewalk base material is installed.

Mr. Wang explained Culver City's clay like soil condition and that Public Works may require base in the future to prolong existence of sidewalks and streets.

Mr. Mosquieira reiterated via email which project is the greatest liability to the City.

Mr. Evans explained that sidewalks on the Westside were a higher priority.

Ms. Yanda indicated that she believed higher traffic areas to be a greater priority.

Mr. Wyant asked if we could mix and match potential projects. If so, can we forego portion of Colonial Avenue and use funds on Van Buren?

Ms. Casanova said yes.

Ms. Yanda indicated she would support that decision.

Ms. Wolf asked if there was an additional cost to make improvements in multiple areas.

Mr. Wang said nothing significant.

It was then moved (Yanda) and seconded (Wyant) to recommend to the Culver City City Council that funding allocations for capital projects for FY 2013-14 be prioritized for sidewalk repairs on Grandview, Washington and Van Buren Boulevards.

The Motion passed unanimously (4-0.)

Minutes of the Community Development Block Grant Advisory Committee
December 11, 2012
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Ms. Wolf revised the motion so that it was clear that the first priority is repayment of the senior loan, then funding of the disability services specialist and then the sidewalk repairs.

Mr. Wyant made the second motion.

The Motion passed unanimously (4-0.)

Ms. Casanova asked about the next priority if additional funds were identified and clarified that those funds would be used to repair additional sidewalks.

All members agreed.

OTHER BUSINESS

Ms. Yanda asked if there was a way that CDBG information can come to the members in September or October so that there is time to share with her Commission members.

Ms. Casanova stated for next year they will consider advising the committee earlier in the process so there is sufficient time for members to discuss opportunities with respective committees.

ADJOURNMENT

There being no further business, it was moved (Wyant) and seconded (Yanda) and approved unanimously to adjourn.

Kriss Casanova
SECRETARY of the Culver City Community Development Block Grant Advisory Committee

I declare under penalty of perjury under the laws of the State of California that, on the date below written, these minutes were filed in the Office of the City Clerk, City of Culver City, California and constitute the Official Minutes of said meeting.

Community **D**evelopment **B**lock **G**rant

**CDBG Community Meeting
December 11, 2012**

Funding Levels & Options FY 2013-2014

Estimated Funding: \$212,738

Carry-over Funds: Unknown at this time

Obligated Funds: \$147,605.75

Remaining Funding: \$65,132.25

Disability Services Specialist position: \$31,911

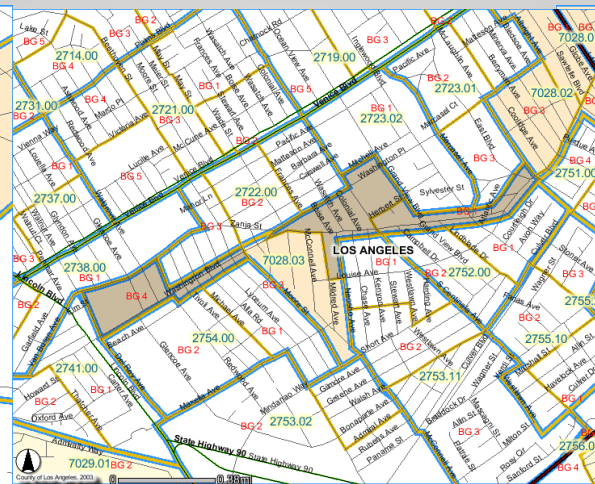
Total Funding for Capital Projects: \$33,221

Geographic Eligibility

**Census Tract 7024.00,
Block Group 2**



**Census Tract 7028.03,
Block Groups 1, 2, & 4**



**Census Tract 7028.02,
Block Group 4**



Funding Obligations FY 2013-2014

Culver City Senior Center Loan Repayment



The City Council has committed to a 15-year annual repayment schedule from CDBG for the Section 108 loan received for construction of the Culver City Senior Center. **\$147,605.75** of Culver City's 2013-14 CDBG funding is obligated for loan repayment.

PRCS Department and Disability Advisory Committee Recommendations

Disability Services Specialist

This request is the highest priority of the Disability Advisory Committee and the Department of Parks, Recreation and Community Services.

The Disability Services Specialist provides resources for community services as well as implements, conducts, and facilitates services and programs for Culver City residents with disabilities.

Funding for this project cannot exceed 15% of the City's annual CDBG funding. Based on the current estimate, the maximum funding available for this project is approximately **\$31,911**.



Public Works Department Recommendations

1. Sidewalk & Curb Repair Project: Westside CDBG Area

Replacement of uplifted sidewalks, drive approaches and curb repairs in CDBG eligible areas along west Washington, Grandview and Colonial Blvd.

CDBG Goals: Improvements to public infrastructure

Proposed Project Cost:
\$33,221 (CDBG Funds)
\$18,968 (Gas Tax)
\$52,189



Sidewalk & Curb Repair Project: Westside CDBG Area



Public Works Department Recommendations

2. Sidewalk Repair Project: Eastside CDBG Area

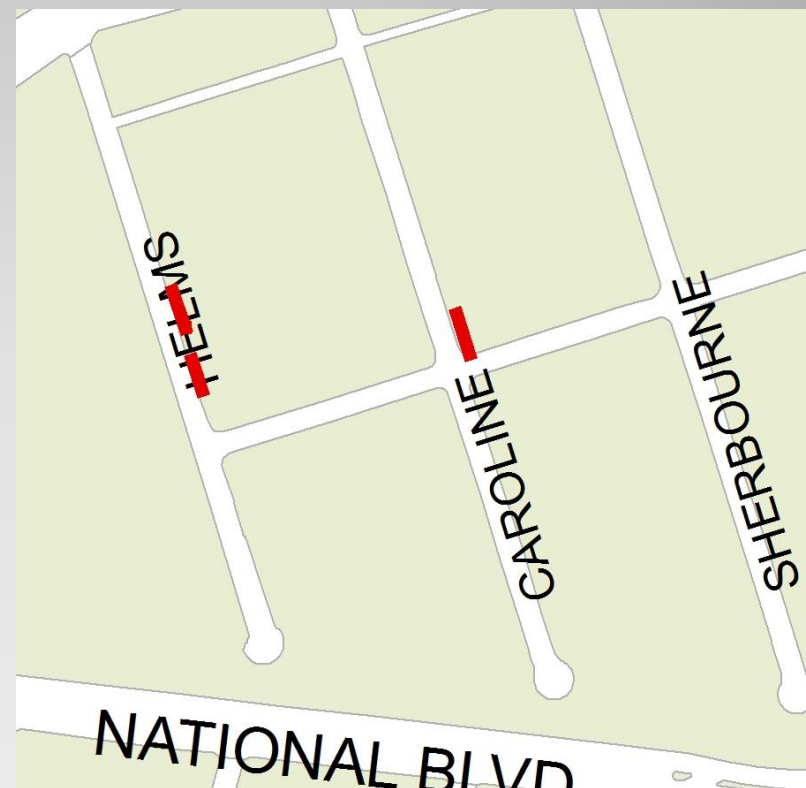
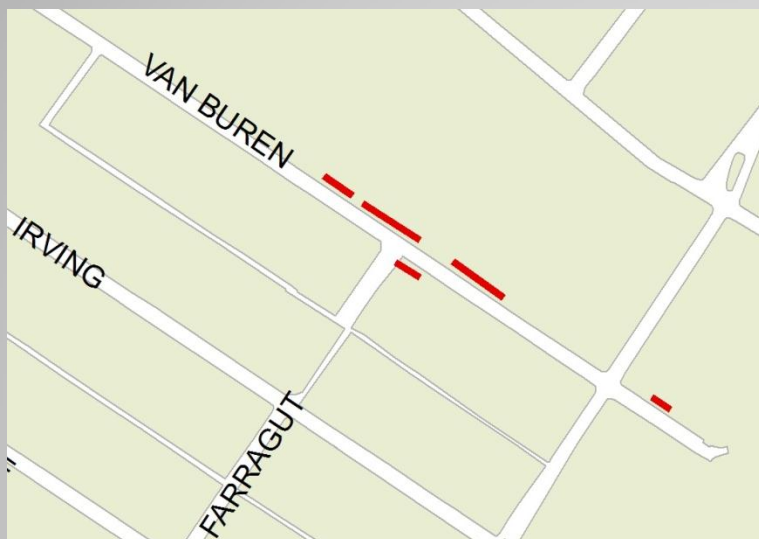
Replacement of uplifted sidewalks and drive approaches in CDBG eligible areas along Helms Avenue, Caroline Avenue and Van Buren Place.

CDBG Goals: Improvements to public infrastructure

Proposed Project Cost:
\$33,221 (CDBG Funds)
\$6,018 (Gas Tax)
\$39,239



Sidewalk Repair Project: Eastside CDBG Area



Public Works Department Recommendations

3. Slurry Seal

This project will provide a new slurry seal coat and localized repairs on the existing asphalt pavement in East Culver City – CDBG eligible area in order to extend the pavement life.

Caroline Ave (Washington Blvd./ Jacob St): 34,000 SF

Roberts Avenue (Washington Blvd./ Jacob St): 34,000 SF

Reid Ave (Jacob St. to end): 17,000 SF

Hutchinson Avenue (Washington Blvd/northerly City limit): 5,000 SF

Melvil Street (Washington Blvd./northerly City limit): 3,000 SF

Proposed Project Cost:

\$33,221 (CDBG Funds)

\$21,532 (Gas Tax)

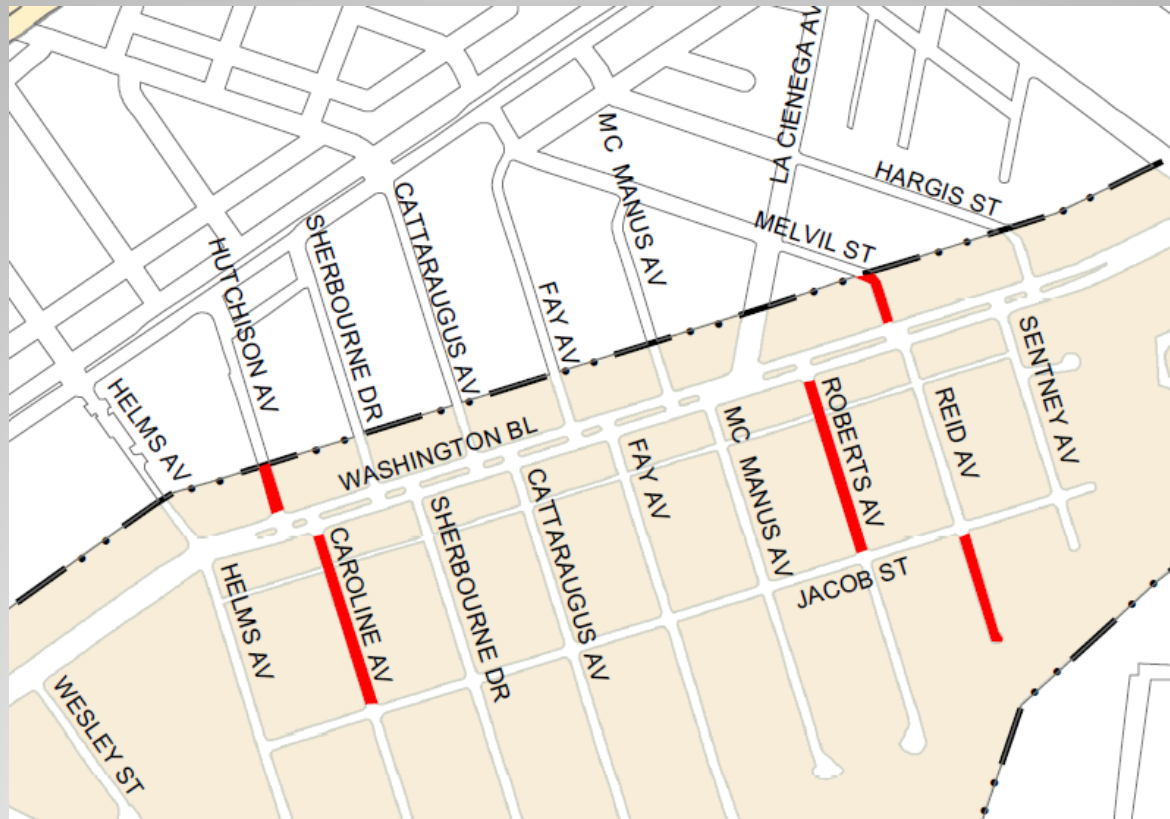
\$54,753

Slurry Seal Street Resurfacing Project

CDBG Goals: Stabilization of residential neighborhoods & public infrastructure



Slurry Seal Street Resurfacing Project



Capital Project Requests

Total Funding for Capital Projects: **\$33,221**

	PW Requests	
1	Sidewalk Repair & Curb Repair - Westside	Max Avail
2	Sidewalk Repair Project - Eastside	Max Avail
3	Street Resurfacing Project	Max Avail

CDBGAC Project Recommendations

	Project	Cost
1	Senior Center Loan	\$147,605.75
2	Disability Services Specialist	\$ 31,911
3	TBD	Max Available
	TOTAL	\$212,738
<i>Listed below in priority order are additional capital projects if more funding becomes available.</i>		
4		
5		

The Committee is charged with recommending to City Council a list of projects to fund in FY 2013-2014, with specific dollar amounts for each project.

Questions & Comments

Kriss Casanova

Economic Development Manager/

CDBG Administrator

Culver City Redevelopment Agency

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