

**City of Culver City, California
Agenda Item Report**

Meeting Date: 12/13/10		Item Number: PH-1	
CITY COUNCIL AGENDA ITEM: PUBLIC HEARING – (1) Allocation of Fiscal Year 2011/2012 Community Development Block Grant (CDBG) Funds; (2) Adoption of a Resolution Authorizing the Filing of the Fiscal Year 2011/2012 Application for Funding from the CDBG Program; and (3) Approval of a CDBG Reimbursable Contract with the County of Los Angeles Concerning Culver City’s Fiscal Year 2011/2012 CDBG Allocation.			
Contact Person/Dept.: Kriss Casanova - Todd Tipton / CDD		Phone Number: (310) 253-5769 & (310) 253-5783	
Fiscal Impact: Yes ☒ No ☐		General Fund: Yes ☒ No ☐	
Public Hearing: ☒		Action Item: ☐ Attachments: ☒	
Commission Action Required: Yes ☒ No ☐ Date: 11/17/2010 CDBG Advisory Committee			
Public Notification: Published in the Culver City News (11/25/10, 12/02/10 and 12/09/10); (E-Mail) Meetings and Agendas – City Council (12/09/10).			
Department Approval: Sol Blumenfeld (11/23/10)		City Attorney Approval: Carol Schwab (by H. Baker) (12/07/10)	
Chief Financial Officer Approval: Jeff Muir (by K. Marsden) (12/08/10)		City Manager Approval: John Nachbar (12/09/10)	
<u>RECOMMENDATION:</u> Staff recommends that the City Council (1) approve the Community Development Block Grant (CDBG) Advisory Committee’s recommendations for the allocation of CDBG funds for Fiscal Year (FY) 2011/2012; (2) adopt a resolution authorizing the filing of the FY 2011/2012 application for funding from the CDBG program; and (3) approve a CDBG Reimbursable Contract with the County of Los Angeles (County) concerning Culver City’s FY 2011/2012 CDBG Allocation. <u>PROCEDURE:</u> 1. Mayor seeks motion from the City Council to receive and file the affidavits of publication and posting of notices and correspondence received in response to the public hearing notices; and, 2. Mayor calls for a staff report and the City Council Members may pose questions to staff as desired; and, 3. Mayor seeks a motion to open the public hearing; and, 4. Mayor seeks motion to close the public hearing after all public testimony has been presented; and,			

City of Culver City, California
Agenda Item Report

5. The City Council discusses the item and arrives at its decision.

BACKGROUND:

The 1974 Housing Act authorized the allocation of block grants to eligible applicant municipalities nationwide to be used in certain broad categories of activities in the areas of housing and community development. Culver City has participated in the CDBG program as a member of the Los Angeles Urban County Entitlement, and to date has completed thirty-six (36) application cycles. During that time, the City has received an aggregate allocation in excess of \$11 million. These funds have been used to construct the Senior Center, improve the City's streetscape and infrastructure, and modify City facilities to comply with the mandates of the Americans with Disabilities Act (ADA). CDBG funds have also been applied to the administration of the CDBG program and to positions providing programs and services for people with disabilities and the elderly. The program is administered by the Los Angeles County Community Development Commission.

The City Council formed the Community Development Block Grant Advisory Committee (CDBGAC), which meets annually to evaluate the projects and activities proposed to be funded, hear public comment, and then prioritize and make a recommendation to the City Council as to which projects and activities to fund. The CDBGAC held a community meeting on November 17, 2010, during which the CDBGAC received public comment before issuing their project priority and funding recommendations for FY 2011/2012.

DISCUSSION:

The anticipated funding is approximately \$325,885 for FY 2011/2012. The actual allocation will be finalized by the County in late March, after the submission of the City's CDBG application. Of the total allocation for FY 2011/2012, \$164,487 is obligated for the repayment of a Section 108 Loan, which was used to partially fund construction of the City's Senior Center. Approximately \$161,398 remains available to fund other CDBG projects.

Attached is information that describes program regulations and eligibility criteria, as well as project descriptions for FY 2011/2012 submitted by various City departments to the CDBGAC. Per CDBG regulations, funding for public service projects is capped at 15% of the City's FY 2011/2012 total allocations, and funding for general administration of the CDBG program is capped at 10%. As in prior years, proposed CDBG projects must have a minimum budget of \$10,000 to be considered. If the total funding amount is less than the anticipated level, adjustments will be made accordingly to capital, administration, and public service project allocations.

City of Culver City, California
Agenda Item Report

PROPOSED PROJECTS FOR FY 2011/2012

The following recommendations were made by CDBGAC for the allocation of FY 2011/2012 CDBG funding. The first three priorities are for City Council and public service projects and the remaining funds are proposed for capital projects.

PUBLIC SERVICE PROJECTS (ON-GOING)

- Priority 1: Senior Center Section 108 Loan Repayment (\$164,487): A Section 108 loan in the amount of \$2,020,000 was used to partially fund construction of the City's Senior Center. The amount allotted for repayment of the loan in FY 2011/2012 is \$164,487. The payment is taken directly from the City's allocation of CDBG funding. The obligation to repay this loan will conclude with a final payment being made in August 2014.
- Priority 2: Disability Services Specialist (\$48,883): The funding for this project is a priority of the Parks, Recreation and Community Services Department and the Disability Advisory Committee. This position has been funded in part with CDBG funds for the past 26 years. The Disability Services Specialist assists in the identification of available community services, and implements, conducts and facilitates services and programs for City residents with disabilities. CDBGAC recommends allocating \$48,883, the full amount allowable under CDBG regulations. The General Fund has historically funded the difference (estimated at \$45,765 for FY 2011/2012).
- Priority 3: CDBG General Administration Authority (\$32,588): This project is to reimburse the City for staff time used to administer the CDBG program. CDBG guidelines allow the City to apply up to 10% of the entitlement funds for administration, which includes administrative, accounting, and public participation costs. CDBGAC recommends that \$32,588, the full amount allowable under CDBG regulations, be used to reimburse of the City for all eligible costs associated with the administration of the City's CDBG program.

CAPITAL PROJECTS (PROPOSED)

- Priority 4: ADA Path of Travel at Fox Hills Park Playground & Lindberg Park Par Course Equipment (\$79,927): This project would provide the disabled accessibility across turf areas in two City parks where currently the access is either non-existent or non-compliant. Turf adjacent to the park areas will be excavated and concrete curb curbs will be installed on either side of a six foot wide path. The path will be filled with compacted base material and then overlain with decomposed granite as an accessible path of travel. This project is similar to the recently completed path of travel at Veteran's Memorial Park.

**City of Culver City, California
Agenda Item Report**

- Fox Hills Park Playground (approximately \$12,000) – The ADA accessible ramp project will consist of demolishing the existing four foot wide sidewalk that connects between the main walkway at the tennis courts and the play area's accessible resilient rubberized surfacing and installing an ADA compliant concrete ramp with cheek walls on both sides. The ramp will provide the required ADA access into the play area and will be located entirely outside the perimeter of the playground, hence making it a CDBG eligible project.
- Lindberg Park (approximately \$68,000) - The proposed Lindberg Park path of travel will extend the existing sidewalk along the north side of Rhoda Avenue to the southwest portion of the park, a distance of 1,150 lineal feet, and install a curb cut accessible ramp at Cota Street. The proposed pathway will create an accessible link from the street to the ball courts and playground areas located in the middle of the park where organized games and programmed activities take place. Currently, that access is across the turf and is not wheelchair accessible. The path will not directly abut the street. There is a setback from the street of about 8 feet that is a turf buffer that includes large elm trees, spaced every 50 feet or so, that will separate the two.

PROPOSED ADDITIONAL LIST OF CAPITAL PROJECTS

Listed below, and ranked in priority assigned by CDBGAC, is an alternative list of recommended projects to allocate funding to if the scope of the ADA Path of Travel project is reduced or ineligible and/or additional funding becomes available.

- Priority 5: ADA Accessible Curb Ramps along W. Washington Blvd (\$25,000): The purpose of this project will be to reconstruct existing legal non-conforming curb ramps at the Redwood Avenue and Washington Boulevard intersection (4 ramps) to satisfy current ADA requirements. The recommended intersection has a relatively high pedestrian volume.

This will be a pilot project for modifying the legal non-conforming curb ramps throughout the west Washington Boulevard corridor. Inglewood intersection and Wade intersection already have engineering plans prepared. Redwood intersection will be engineered once funding is approved. If a ramp cannot be constructed to fully comply with ADA requirements due to specific site conditions, the ramp would be constructed to best meet the intent of ADA requirements, documenting the structural impracticability of the improvements, which is a permissible exception under ADA regulations.

- Priority 6: Street Resurfacing Project (\$63,000): This project will repair uneven pavement and resurface asphalt pavement at Sherbourne Drive

**City of Culver City, California
Agenda Item Report**

(Washington Boulevard south to the cul-de-sac) and Reid Avenue (Jacob Avenue south to the cul-de-sac). These streets were last resurfaced 20-30 years ago. Resurfacing of these streets will help to maintain neighborhood appearance and prolong pavement useful life for 10 years. Funded by CDBG grants, streetlights on Sherbourne Drive were upgraded in 2008. This neighborhood may not be eligible for future CDBG funds based on updated census data.

FISCAL ANALYSIS:

Approval of CDBGAC's recommendations will result in an impact to the City's General Fund. The position of Disability Services Specialist can only be funded through CDBG at a maximum of \$48,883, leaving an estimated additional \$45,765 that CDBGAC requests be funded from the General Fund, consistent with the City's long standing past practice. These two amounts include both salary and benefits. Funding would be appropriated through the upcoming FY 2011/2012 budget process.

SUMMARY OF FY 2011/2012 CDBGAC FUNDING RECOMMENDATIONS

<u>Priority</u>	<u>Project Title</u>	<u>Recommended Funding</u>
Priority 1	Senior Center 108 Loan Repayment	\$164,487
Priority 2	Disability Services Specialist	\$48,883
Priority 3	CDBG General Administration	\$32,588
Priority 4	ADA Path of Travel @ Two City Parks	\$79,927
Priority 5	ADA Curb Ramps	\$25,000
Priority 6	Street Resurfacing	\$63,000
TOTAL CDBGAC RECOMMENDATIONS:		\$413,885
ESTIMATED AVAILABLE FUNDING:		\$325,885

ATTACHMENTS:

1. Proposed Resolution authorizing the filing of the City's FY 2011/2012 CDBG application
2. DRAFT Minutes of the CDBG Advisory Committee Community Meeting conducted on November 17, 2010
3. CDBG PowerPoint.

City of Culver City, California
Agenda Item Report

MOTIONS:

That the City Council:

1. Approve the FY 2011/2012 CDBG projects as recommended by the CDBGAC, and,
2. Adopt a resolution authorizing the filing of the FY 2011/2012 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 FY 2011/2012 CDBG Allocation; and,
4. Approve the CDBG Reimbursable Contract with the County of Los Angeles concerning Culver City's FY 2011/2012 CDBG Allocation; and,
5. Authorize the City Attorney to review/prepare the necessary documents; and,
6. Authorize the City Manager to execute such documents on behalf of the City.