

**MEETING DATE: 1.23.12**

**AGENDA ITEM: PUBLIC HEARING – (1) Consideration of the Community Development Block Grant Fund Allocation for Fiscal Year 2012-13; (2) Adoption of a Resolution Authorizing the Filing of the Application for Funding; and (3) Approval of a Reimbursable Contract with the County of Los Angeles Concerning Culver City's Allocation.**

**ATTACHMENTS**

|                                                                                                        | Pages |
|--------------------------------------------------------------------------------------------------------|-------|
| 1. Proposed Resolution authorizing the filing of the City's 2012-13 CDBG application;                  | 1-3   |
| 2. DRAFT Minutes of the CDBG Advisory Committee Community Meeting conducted on December 14, 2011; and, | 4-6   |
| 3. CDBG PowerPoint.                                                                                    | 7-29  |

## RESOLUTION NO. 2012-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 (2012-2013)**

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, possess 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., City Council has determined the project activities for the 2012-2013 program year are categorically exempt activities.

2. The objectives for the conduct of the 2012-2013 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, grant administration and complying with the federal Americans with Disabilities Act (ADA).

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

3. The projects and dollar amounts in order of priority for 2012-2013, attached hereto as Exhibit "A" and incorporated herein by reference, are hereby approved and adopted and shall serve as the basis for filing the application for Federal Assistance.

4. The filing of an application for Federal Assistance under the Community Development Block Grant program for 2012-2013 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.

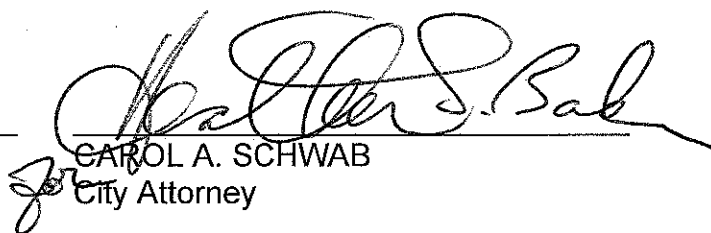
APPROVED and ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2012.

MICHEÁL O'LEARY, Mayor  
City of Culver City, California

ATTEST:

APPROVED AS TO FORM:

MARTIN R. COLE  
City Clerk

  
CAROL A. SCHWAB  
City Attorney

A12-00024

EXHIBIT "A"

CDBG FY 2012-13 PROJECT REQUESTS

ESTIMATED 2012-13 CDBG GRANT ALLOCATION IS \$212,838

| <u>Priority</u>               | <u>Project Title</u>                | <u>Rec. Funding</u> |
|-------------------------------|-------------------------------------|---------------------|
| 1.                            | Transfer to Sec. 108 Payment        | \$156,104.00        |
| 2.                            | Public Service at 15% of Allocation | \$31,925.70         |
| 3.                            | Sidewalk Repairs                    | \$24,808.30         |
| TOTAL CDBGAC RECOMMENDATIONS: |                                     | \$212,838           |
| ESTIMATED CDBG FUNDING:       |                                     | \$212,838           |

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

**DECEMBER 14, 2011**

**DAN PATACCHIA CONFERENCE ROOM**

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

## **MINUTES**

### **CALL TO ORDER**

At the hour of 7:04 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): Mary Ann Greene (Parks, Recreation and Community Services Commission)  
Marcus Tiggs (Planning Commission)  
Scott Voelz (Advisory Committee on Redevelopment)  
Dr. Robert Montgomery (Disability Advisory Committee)

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

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**

No correspondence.

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

## **PUBLIC COMMENT FOR ITEMS ON THE AGENDA**

None.

## **AGENDA ITEMS**

Darren Uhl introduced himself and spoke to the services his position provides. The position has historically been funded by the CDBG program.

Kriss Casanova clarified that per City Council policy, funding estimated at \$231,262, will be prioritized towards re-payment of the Senior Center loan, CDBG Administration salary and Disability Services salary.

Mate Gaspar provided an overview of the Capital Improvement projects proposed by the Public Works Department.

Priority order for the Public Works Department was identified as follows: 1. Sidewalk Repairs (matching amount from gas tax or general funds available); 2. Street Resurfacing (i.e. Slurry; matching funds also available); and 3. Installation of New Street Light at the corner of Moore St. & Alley.

Mr. Voeltz asked how much work can be accomplished with \$40,000 for sidewalk repair.

Mr. Gaspar explained that bids come in low because of the economy and sidewalks in front of as many as 50 homes may be replaced.

Mrs. Greene asked if streets are prioritized.

Mr. Gaspar stated that Public Works maintains a sidewalk repair work backlog of about 4-years. The backlog is not prioritized.

Mrs. Stuart stated regarding the streetlight installation that she did not see the undesirable activity in the Los Angeles alley as a Culver City issue.

Mr. Tiggs asked what criterion was used for prioritizing projects.

Mr. Gaspar said that prioritization was based on available funding and clarified that there is more funding available for slurry seal than sidewalks.

Mr. Voeltz asked about expected timing for projects.

Ms. Casanova responded that this year's project(s) may be combined with the previous year's project – work could be bid in July and done in August/September.

Mr. Wyant asked how many remaining sidewalks in front of homes would still need repair if the money went to the sidewalk repair project.

Mr. Gaspar did not know the actual number of homes, but reiterated that there is a huge 4-year backlog for sidewalk repair.

Mr. Wyant asked if there would be any savings if slurry and sidewalk work were done at the same time.

Mr. Gaspar clarified that there would be no savings as the projects require two different contractors.

Mrs. Stuart asked which repair- sidewalk or slurry- presents a greater legal liability to the City.

Mr. Gaspar responded that sidewalks present the greatest liability.

It was then moved (Greene) and seconded (Tiggs) to recommend to the Culver City City Council the following funding allocations for capital projects for FY 2012-13:

Priority One: Sidewalk Repair;

Priority Two: Street Resurfacing (Slurry Seal); and

Priority Three: Installation of New Street Light at the corner of Moore St. & Alley.

The Motion passed unanimously (4-0.)

## **OTHER BUSINESS**

No other business.

## **ADJOURNMENT**

There being no further business, it was moved (MT) and seconded (SW) and approved unanimously to adjourn at 6:30 p.m. to a date to be determined.

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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.

# **C**ommunity **D**evelopment **B**lock **G**rant

## **PROJECT REQUESTS FY 2012-13**



# CDBG Program

The Community Development Block Grant (CDBG) Program was initiated by the U. S. Congress in 1974 as part of the Housing and Community Development Act.

The program is funded directly by the federal government's Department of Housing and Urban Development (HUD).

Primary objectives continue to be the development of viable urban communities by providing decent housing, a suitable living environment, and expanding economic opportunities, principally for persons of low- and moderate-income.



## **COMMUNITY DEVELOPMENT BLOCK GRANT**

Community Development Commission of the County of Los Angeles

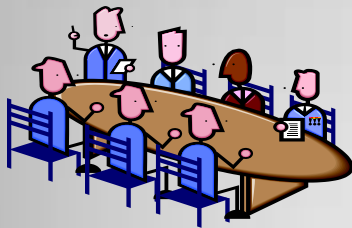
# HUD National Objectives

Projects must meet one of the three HUD National Objectives for CDBG Funds:

- **Serving Low-to-Moderate Income Persons**
- **Eliminating Slum or Blight**
- **Urgent Need**



# Advisory Committee Involvement



## Yearly Funding Process

*The CDBG Advisory Committee is charged with incorporating public input into the final project priority recommendations to the City Council.*

# 2012-13

## Committee Members

|                                                   | Members                    | Alternates     |
|---------------------------------------------------|----------------------------|----------------|
| Planning Commission                               | Marcus Tiggs               | Scott Wyant    |
| Parks, Recreation & Community Services Commission | Mary Ann Greene            | Laura Stuart   |
| Advisory Committee on Redevelopment               | Scott Voelz                | Goran Eriksson |
| Homeowners' Association                           | Not an active organization |                |
| Disability Advisory Committee                     | Dr. Robert Montgomery      |                |
| Youth Representative/Teen Center                  | Elliot Pittman             |                |

## Culver City CDBG Program

CDBG is an important tool for helping Culver City tackle serious challenges facing our community.

Culver City has received funding each year since the funding cycles began in 1975 totaling over \$12 million.



# **Culver City – Strategy for CDBG Projects**

Culver City's CDBG project strategy was developed by the City Council, with input from the citizenry/community at large and City staff, and reflects projects and priorities addressing "areas" in greatest need for improvement. Major emphasis includes:

- **Senior citizens and the disabled.**
- **Stabilization of residential neighborhoods.**
- **Improvements to public facilities.**
- **Public infrastructure.**

## **Highlights of Past Participation in the CDBG Program**

- Establishment of City Coordinators for Services to the Disabled (1984, ongoing Public Service)
- Development of the new Senior Center that serves over 4,000 seniors per year
- Upgrading of street lighting and/or reconstruction of neighborhood streets in East Culver City
- Planting of in-fill street trees in East Culver City
- ADA Improvements to Public Facilities
- Grant Administration

# Recent CDBG Project

ATTACHMENT 3

## ADA Path of Travel - Vets Memorial Park





# 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



# CDBG Projects – 2011-12

2011-12 Base Funding = \$272,073



|       | Projected Expenditures for FY 2011-12 |           |
|-------|---------------------------------------|-----------|
| 1     | Transfer to Sec. 108 Repayment        | \$164,487 |
| 2     | General Administration                | \$20,405  |
| 3     | Disability                            | \$40,811  |
| 4     | Street Resurfacing                    | \$42,346  |
| TOTAL |                                       | \$272,073 |

HUD anticipates proposed reductions for FY 2012-13  
*(approximately 15% less than FY 2011-12).*

Estimated Allocation for FY 2012-13 = **\$231,262**

# Funding Obligations FY 2012-2013

## 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. **\$156,104** of Culver City's 2012-13 CDBG funding is obligated for loan repayment.

# Community Development Department Recommendations

## CDBG General Administration

This project provides reimbursement to Culver City for the costs of CDBG administration, including the citizen participation and public hearing process and the accounting and auditing costs.

Reimbursement for CDBG Administration cannot exceed 7.5% of Culver City's annual CDBG allocation. Based on the current funding estimate from the Los Angeles County Community Development Commission (LACDC), **\$17,345** is the maximum funding available for this project in FY 2012-2013.



# PRCS Department and Disability Advisory Committee Recommendations

ATTACHMENT 3

## 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 **\$34,689**.





# Public Works Department Recommendations

## 1. Sidewalk Repairs

Replacement of uplifted sidewalks and drive approaches in the CDBG eligible areas.

*CDBG Goals: Improvements to public infrastructure*

**Total: Maximum Available**



# Public Works Department Recommendations

ATTACHMENT 3

## 2. Street Resurfacing Project

This project is an extension to the approved FY 2011-12 CDBG street resurfacing project which provides a new slurry seal coat and localized repairs to existing asphalt pavement in East Culver City – CDBG eligible areas in order to extend the pavement life.

- Caroline Ave. (Washington Blvd. / Jacob St): 34,000SF
- Roberts Ave. (Washington Blvd. / Jacob St): 34,000SF
- Reid Ave (Jacob St. to end): 17,000 SF
- Hutchinson Ave. (Washington Blvd. / northerly City limit): 5,000 SF
- Melvil Street (Washington Blvd. / northerly City limit): 3,000 SF



**Total: \$55,000**

# Slurry Seal Street Resurfacing Project





# Slurry Seal Street Resurfacing Project

*CDBG Goals: Stabilization of residential neighborhoods & public infrastructure*



# Public Works Department Recommendations

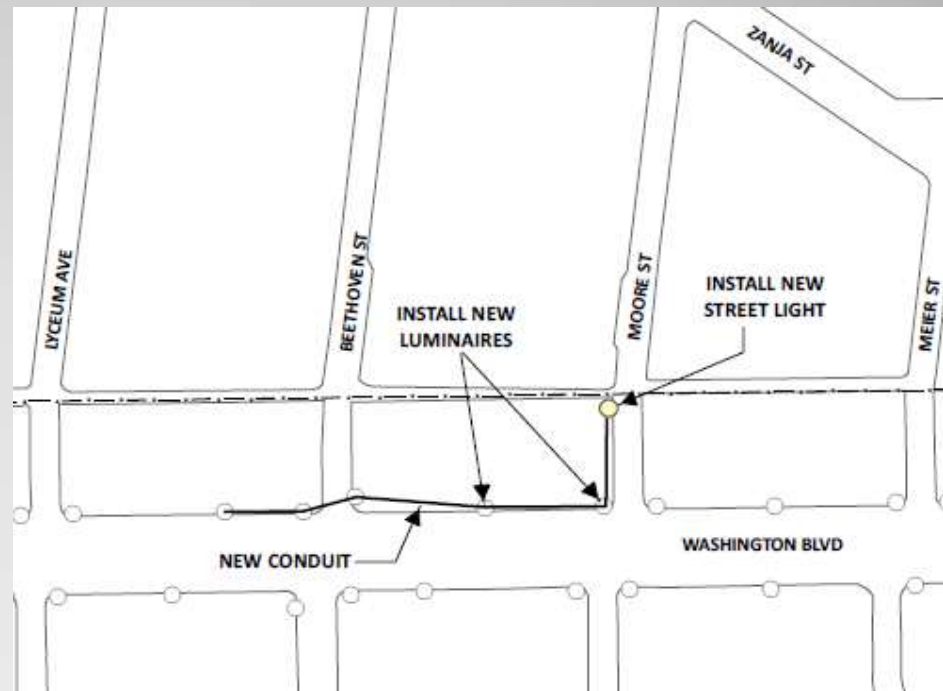
## 3. New Streetlight at NW Corner of Moore Street and Alley

A Los Angeles resident is requesting a new streetlight be installed adjacent to the alley on Moore Street and Meier Street. The eligible area is on the westerly side of Moore Street.

\$55,000

*CDBG Goals: Improvements  
to public infrastructure*

**Total: \$55,000**



# Funding Levels & Options FY 2012-2013

## Expected Funds

Estimated Funding:  
\$231,262

Carry-over Funds:  
*Unknown at this time*

Obligated Funds:  
\$156,104

Remaining Funding - FY 2012-13:  
\$75,158

Total Funding for Capital Projects:  
\$23,124

## Funding Options

The Committee can...

1. Reduce funding for one or more projects
2. Eliminate a project
3. Defer a project
4. Recommend a project for approval in phases
5. Request additional info/documentation for a project

# Capital Project Requests

Total Funding for Capital Projects: **\$23,124**

|   | PW Requests                          |           |
|---|--------------------------------------|-----------|
| 1 | Sidewalk Repairs                     | Max Avail |
| 2 | Street Resurfacing Project Extension | \$55,000  |
| 3 | New Streetlight                      | \$55,000  |

## CDBGAC Project Recommendations

|                                                                                                          | Project                        | Cost             |
|----------------------------------------------------------------------------------------------------------|--------------------------------|------------------|
| 1                                                                                                        | Senior Center Loan             | \$156,104        |
| 2                                                                                                        | Disability Services Specialist | \$34,689         |
| 3                                                                                                        | General Administration         | \$17,345         |
| 4                                                                                                        |                                |                  |
|                                                                                                          | <b>TOTAL</b>                   | <b>\$231,262</b> |
| <i>Listed below in priority order are additional capital projects if more funding becomes available.</i> |                                |                  |
| 5                                                                                                        |                                |                  |
| 6                                                                                                        |                                |                  |

*The Committee is charged with recommending to City Council a list of projects to fund in FY 2012-2013, with specific dollar amounts for each project.*

## **Questions & Comments**

Kriss Casanova

Economic Development Manager/

CDBG Administrator

Culver City Redevelopment Agency

P 310-253-5769

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