

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

Meeting Date: 1/14/13		Item Number: PH-1	
CITY COUNCIL AGENDA ITEM: PUBLIC HEARING – (1) Consideration of the Community Development Block Grant Fund Allocation for Fiscal Year 2013/2014; (2) Adoption of a Resolution Authorizing the Filing of an Application for Funding; and (3) Approval of a Reimbursable Contract with the County of Los Angeles Concerning Culver City's Allocation			
Contact Person/Dept.: Kriss Casanova/Todd Tipton - CDD		Phone Number: (310) 253-5769/5783	
Fiscal Impact: Yes ☒ No ☐		General Fund: Yes ☐ No ☒	
Public Hearing: ☒		Action Item: ☐ Attachments: ☒	
Commission Action Required: Yes ☒ No ☐		Date: 12/11/12	
CDBG Advisory Committee			
Public Notification: Posted at City Hall on 12/13/12. E-Mail Meetings and Agendas – City Council (12/13/12); Meetings and Agendas – City Council (01/09/13).			
Department Approval: Sol Blumenfeld (01/04/13)		City Attorney Approval: Carol Schwab (by H. Baker) (01/09/13)	
Chief Financial Officer Approval: Jeff Muir (by M. Noller) (01/09/13)		City Manager Approval: John M. Nachbar (01/09/13)	
<u>RECOMMENDATION:</u> Staff recommends the City Council conduct a public hearing and (1) allocate Community Development Block Grant (CDBG) funds for Fiscal Year (FY) 2013/2014 pursuant to the CDBG Advisory Committee's recommendations; (2) adopt a resolution authorizing the filing of the FY 2013/2014 application for funding from the CDBG program; and (3) approve a CDBG Reimbursable Contract with the County of Los Angeles concerning Culver City's FY 2013/2014 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; 2. Mayor calls for a staff report and City Council Members may pose questions to staff as desired; 3. Mayor seeks a motion to open the public hearing; 4. Mayor seeks motion to close the public hearing after all public testimony has been presented; and, 5. The City Council discusses the item and arrives at its decision.			

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BACKGROUND:

The 1974 Housing Act authorized the allocation of block grants to eligible applicant municipalities nationwide to be used for activities that benefit low- and moderate-income persons (program regulations and eligibility criteria are attached). Culver City has participated in the CDBG program as a member of the Los Angeles Urban County Entitlement and, to date, has completed thirty-eight (38) 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 Los Angeles Urban County Entitlement Program is administered by the Los Angeles County Community Development Commission (LACDC).

In 1988, the City Council formed the Community Development Block Grant Advisory Committee (CDBGAC), which meets annually to evaluate 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 six-member Committee is comprised of one designated representative and one alternate from each of the following groups: Planning Commission, Parks, Recreation and Community Services Commission, Disability Advisory Committee, the Advisory Committee on Redevelopment (ACOR), the Culver City Homeowners Association, and a youth representative.

The CDBGAC held a community meeting on December 11, 2012, during which the CDBGAC received written comment before issuing their project funding recommendations for FY 2013/2014.

DISCUSSION:

The anticipated funding is approximately \$193,247 for FY 2013/2014, a decrease of approximately \$19,491 from last year's allocation of \$212,738. This decrease is a result of the CDBG allocation formula relying on 2010 census population counts. The actual allocation will be finalized by the County in late March, after the submission of the City's CDBG application.

Of the \$193,247 allocation anticipated for FY 2013/2014, \$147,605.75 is obligated for the repayment of a Section 108 Loan which was used to partially fund construction of the City's Senior Center. Approximately \$45,641.25 remains available to fund other CDBG projects.

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The CDBGAC made the following recommendations as to how the CDBG funding allocation (\$193,247) should be expended during FY 2013/2014:

On-Going Public Service Projects¹

- *Priority 1: Senior Center Section 108 Loan Repayment (\$147,605.75):* 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 2013/2014 is \$147,605.75. The payment is taken directly from the City's CDBG funding allocation. The obligation to repay this loan will conclude with a final payment being made in August 2014.
- *Priority 2: Disability Services Specialist (\$28,987.05):* 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 28 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. The CDBGAC recommends allocating \$28,987.05 (the full amount allowable under CDBG regulations).

Proposed Capital Project

- *Priority 3: Sidewalk Repairs (\$16,654.20):* This project will replace uplifted sidewalks and drive approaches in CDBG eligible areas along west Washington and Grandview Boulevards and Van Buren Place. Please see attached map for street locations. The final project scope will be dependent upon the amount of total funding received but approximately \$35,345 is expected to be matched with Gas Tax Funds.

FISCAL ANALYSIS:

The position of Disability Services Specialist can only be funded through CDBG at a maximum of \$28,987.05, leaving the remaining salary amount to be funded from the General Fund. Funding would be proposed to be appropriated through the upcoming FY 2013/2014 budget process.

ATTACHMENTS:

1. Proposed Resolution.
2. Draft Minutes of the CDBG Advisory Committee Community Meeting conducted on December 11, 2012; and
3. CDBG PowerPoint Presentation.

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MOTIONS:

That the City Council:

1. Allocate funding for the proposed FY 2013/2014 CDBG projects as recommended by the CDBG Advisory Committee; and,
2. Adopt a resolution authorizing the filing of the FY 2013/2014 application for funding from the CDBG 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 2013/2014 CDBG Allocation; and,
4. Approve the CDBG Reimbursable Contract with the County of Los Angeles concerning Culver City's FY 2013/2014 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.

¹ Per CDBG regulations, funding for public service projects is capped at 15% of the City's FY 2013/2014 total allocation. 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 public service and capital project allocations.