

MEETING DATE: January 4, 2010

AGENDA ITEM: PUBLIC HEARING - (1) Allocation of 2010-11 Community Development Block Grant (CDBG) Funds; (2) Adoption of Resolution Authorizing the Filing of the Fiscal Year (FY) 2010-11 Application for Funding from the CDBG Program; and (3) Approval of CDBG Reimbursable Contract with the County of Los Angeles Concerning Culver City's FY 2010-11 CDBG Allocation.

ATTACHMENTS

- | | |
|--|-------|
| 1. Proposed Resolution authorizing the filing of the City's 2010-11 CDBG application; | 1-3 |
| 2. DRAFT Minutes of the CDBG Advisory Committee Public Hearing conducted on December 16, 2009; | 4-9 |
| 3. Committee funding recommendations for FY 2010-11; | 10 |
| 4. Information provided to CDBGAC; and, | 11-45 |
| 5. List of Prioritized Intersections to Install Countdown Signals. | 46 |

ATTACHMENT 1

RESOLUTION NO. 2010-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 (2010-2011)

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., it is determined that the project activities for the 2010-2011 program year are categorically exempt activities.

2. The objectives for the conduct of the 2010-2011 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.

ATTACHMENT 1

3. The projects and dollar amounts in order of priority for 2010-2011, 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 2010-2011 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.

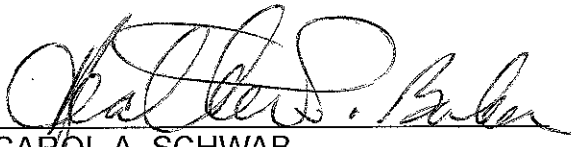
APPROVED and ADOPTED this ____ day of _____, 2010.

ANDREW WEISSMAN, Mayor
City of Culver City, California

ATTEST:

APPROVED AS TO FORM:

MARTIN R. COLE
City Clerk


CAROL A. SCHWAB
City Attorney

A09-00435

ATTACHMENT 1

EXHIBIT "A"

CDBG FY 2010-11 PROJECT REQUESTS

ESTIMATED 2010-11 CDBG GRANT ALLOCATION IS \$301,933
(with approximately 12,000 in carry over funds from FY 2008-09).

<u>Priority</u>	<u>Project Title</u>	<u>Rec. Funding</u>
1.	Transfer to Sec. 108 Payment	\$ 172,736
2.	General Administration at 10% of Allocation	\$ 30,193
3.	Public Service at 15% of Allocation	\$ 45,290
4.	Gateway Median Improvement Project	\$ 43,600
5.	ADA approved lift for the Municipal Plunge	\$ 11,500
6.	Countdown Pedestrian Signals	\$ Balance
TOTAL CDBGAC RECOMMENDATIONS:		\$ 313,879

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

DECEMBER 16, 2009

DAN PATAACCHIA CONFERENCE ROOM

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

MINUTES

CALL TO ORDER

At the hour of 7:02 p.m. Chairman Vernon Taylor, Jr. called the regular meeting of the City of Culver City Community Development Block Grant Advisory Committee to order.

The Pledge of Allegiance was led by Chairman Taylor.

Present (voting): Anthony Pleskow (Planning Commission)
 Mary Ann Greene (Parks, Recreation and Community Services Commission)
 Vernon L. Taylor, Jr. (Advisory Committee on Redevelopment)
 Neil Rubenstein (Disability Advisory Committee)

Non-voting alternates: Linda Smith-Frost (Planning Commission)
 Laura Stuart (Parks Recreation and Community Services Commission)
 Paul Struhl (Advisory Committee on Redevelopment)

Absent (voting): Martha Gunther (Culver City Homeowners Association)
 Nicole Julian (Teen Center)

Non-voting alternate: Robyn Tenensap (Disability Advisory Committee)

SECRETARY'S REPORT

It was moved (Rubenstein) and seconded (Greene) to receive and file the Secretary's Report regarding posting of the agenda, pursuant to Government Code Section 54454.2.

Motion passed 4-0.

RECEIPT OF CORRESPONDENCE

No correspondence.

PUBLIC COMMENT FOR ITEMS ON THE AGENDA

Ms. Sharon Bowman, representing the “Friends of the Culver City Scout House” addressed the Committee to request they consider using funds to install a lift in the Veterans Memorial Building to provide access the basement level meeting rooms. She believes the basement level meeting rooms are no longer available to the public because the space does not comply with ADA requirements. Ms. Bowman recommends the lift be installed in the exterior stairwell atrium. By bringing the area into compliance with ADA, it will increase the amount of scarce meeting space in the City.

AGENDA ITEMS

CDBG Administrator/Economic Development Manager, Kriss Casanova presented the staff report describing the process for selecting programs, projects and activities to be funded from the 2010-11 CDBG estimated allotment which Culver City expects to receive.

Member Rubenstein recommended that Ms. Bowman receive the necessary information so that she can submit a request for funding an ADA compliant lift at the Veterans Memorial Building for the next year’s funding cycle.

Senior & Social Services Manager, Armando Abrego stated that part of the problem about fixing the one ADA compliance issue at the Veteran’s Memorial Building is that once some work is begun, the code requires all necessary ADA upgrades be added which make the project more costly.

It was moved (Pleskow) and seconded (Greene) to receive and file the staff report. Motion approved 4-0.

Chairman Taylor then asked for the first presentation on the discretionary funding requests.

Senior Management Analyst Elaine Gerety-Warner presented a request for \$43,600 for the Gateway Median Improvement project design and responded to questions from the Committee. Ms. Gerety-Warner advised that staff is working with the Los Angeles County Community Development Commission, which administers the City’s CDBG funds to determine if this project is geographically eligible for funding.

Senior Civil Engineer, Hong Wang presented a request for \$48,400 for a Countdown Pedestrian Signal Project, and responded to questions from the Committee.

Senior Civil Engineer, Hong Wang presented a request for \$43,065 for a Slurry Seal project and responded to questions from the Committee.

Senior & Social Services Manager, Armando Abrego presented the recommendation of the Parks, Recreation and Community Services Department for funding. The recommended distribution of funds is:

- 1) Make the annual the Section 108 Loan repayment for the Senior Center construction;
- 2) Fund 15% of the Disability Services Specialist position;
- 3) Fund the grant administration expenses of 10% of the grant amount;
- 4) Purchase and installation of an ADA approved lift at a cost of \$11,500 for the Municipal Plunge at Veteran's Park; and,
- 5) Replace three sets of doors at the Municipal Plunge with ADA handicap electric, automatic doors.

Senior and Social Services Specialist Darren Uhl presented the duties of the Disability Services Specialist position.

Senior and Social Services Specialist Darren Uhl presented a request for \$11,500 for a new ADA compliant lift to install at the Municipal Plunge, and responded to questions from the Committee.

Senior & Social Services Manager, Armando Abrego presented a request for \$25,000 for three sets of doors at the Municipal Plunge with ADA handicap electric, automatic doors to replace the existing doors, and responded to questions from the Committee.

Chairman Taylor announced the conclusion of the staff presentations and invited the Committee begin deliberations to formulate a list of recommended projects to the City Council.

It was moved (Rubenstein) and seconded (Greene) to recommend to the City Council that the City Council select the following activities for funding:

- a) Make the annual re-payment of the Section 108 loan which was used for construction of the Senior Center;
- b) Allocate the maximum 15% of public service to fund the Disability Services Specialist position; and,
- c) Allocate the maximum 10% for administrative expenses.

Motion passed 4-0.

Chairman Taylor stated that the Committee must now make recommendations for allocating the remaining grant funds estimated to total \$65,660.00.

It was moved (Rubenstein) to recommend:

- a) The purchase and installation of the ADA compliant lift for the Municipal Plunge; and,
- b) The purchase and installation of the countdown pedestrian signal devices.

Motion died for lack of a second.

It was moved (Pleskow) to recommend:

- a) \$10,000 for the purchase and installation of countdown pedestrian signals;
- b) The purchase and installation of an ADA compliant lift for the Municipal Plunge;
- c) The Gateway median improvement project; and,
- d) The remaining balance of grant funds shall go towards additional countdown pedestrian signals.

Motion died for lack of a second.

It was moved (Pleskow) and seconded (Rubenstein) to recommend:

- a) The Gateway median improvement project;
- b) The purchase and installation of an ADA compliant lift for the Municipal Plunge; and,
- c) The remaining balance of grant funds shall go towards additional countdown pedestrian signals.

Member Rubenstein suggested the Motion be amended to add that the City consider coordinating a bulk purchase of the countdown pedestrian signals with other nearby cities to achieve an economy.

Chairman Taylor suggested the Motion be amended to add that the City should prioritize the list of intersections to receive the countdown pedestrian signals to address the intersections with the greatest safety needs first.

Member Pleskow accepted Member Rubenstein's amendment and agreed to amend his own Motion to recommend to the City Council that the first two intersections to received countdown pedestrian signals should be the intersections of Elenda Street and Washington Boulevard and Elenda Street and Culver Boulevard.

Motion passed 3-1 (Member Greene dissenting.)

Member Stuart stated she believes the Committee should also provide a recommendation to the City Council in the event that the Gateway median project is declared ineligible.

CDBG Administrator/Economic Development Manager Kriss Casanova advised that it would be helpful to staff if the committee prioritized all the proposed projects.

It was moved (Pleskow) and seconded (Greene) that if the Gateway Median project is declared ineligible, the following alternate list shall become the list of projects recommended to the City Council for funding:

- a) The purchase and installation of an ADA compliant lift for the Municipal Plunge;
- b) The purchase and installation of three ADA handicap, electric automatic doors for the Municipal Plunge; and,
- c) The remaining balance of grant funds shall go towards the purchase and installation of countdown pedestrian signals.

And that the same amendments which were a part of the last motion are included in this motion, specifically:

- 1) A recommendation to the City Council regarding bulk purchases with other cities for the countdown pedestrian signals; and
- 2) A recommendation to the City Council to direct staff to prioritize the intersections to receive the countdown pedestrian signals according to safety needs.

Motion passed 4-0.

Upon further discussion by the Members, it was moved (Greene) and seconded (Rubenstein) to recommend that the Committee submit a letter to the City Council encouraging the City Council to fund construction of the Gateway medians in a timely manner so that construction may occur without a delay after completion of the median design.

Motion passed 4-0.

OTHER BUSINESS

No other business.

ADJOURNMENT

There being no further business, it was moved (Pleskow) and seconded (Green) to adjourn at 10:09 p.m. to a date to be determined

Motion passed 4-0.

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

APPROVED _____

Vernon L. Taylor, Jr.
CHAIR of the Culver City Community Development Block Grant Advisory Committee
City of Culver City, California

ATTACHMENT 3

COMMITTEE FUNDING RECOMMENDATIONS FOR 2010-11

1. ESTIMATED 2010-11 CDBG GRANT ALLOCATION

- Estimated: \$301,933.
- Carry-Over from 2008-09: \$11,946.
- Estimated Available Funding: \$313,879

2. FISCAL YEAR 2010-11 PROJECT REQUESTS

- The Public Service funding maximum is 15% of the annual allocation, or \$45,290.
- The General Administration funding maximum is 10% of the annual allocation, or \$30,193.

PROJECT TYPE	PROJECT	FUNDING REQUESTS
Council Commitment	Annual repayment for \$2 million Section 108 Loan for Senior Center Project	\$172,736
CDD/Priority/Administration	General Administration for CDBG (10% of allocation maximum)	\$30,193
Public Service	Disability Services Staff	\$45,290
Subtotal:		\$248,219

The following Capital Projects are listed in priority order, with an alternate list of projects recommended if the Gateway Median Improvement Project is declared ineligible.

Priority #1	Gateway Median Improvement Project	\$43,600
Priority #2	ADA Lift at Municipal Plunge	\$11,500
Priority #3	Countdown Pedestrian Signals	\$10,560

ALT Priority #1	ADA Lift at Municipal Plunge	\$11,500
ALT Priority #2	ADA Doors at Municipal Plunge	\$25,000
ALT Priority #3	Countdown Pedestrian Signals	\$29,160

Capital Projects Subtotal: \$65,660

FUNDING AVAILABLE:

Estimated 2010-11 CDBG Allocation + 08/09 Carry-Over: \$313,879

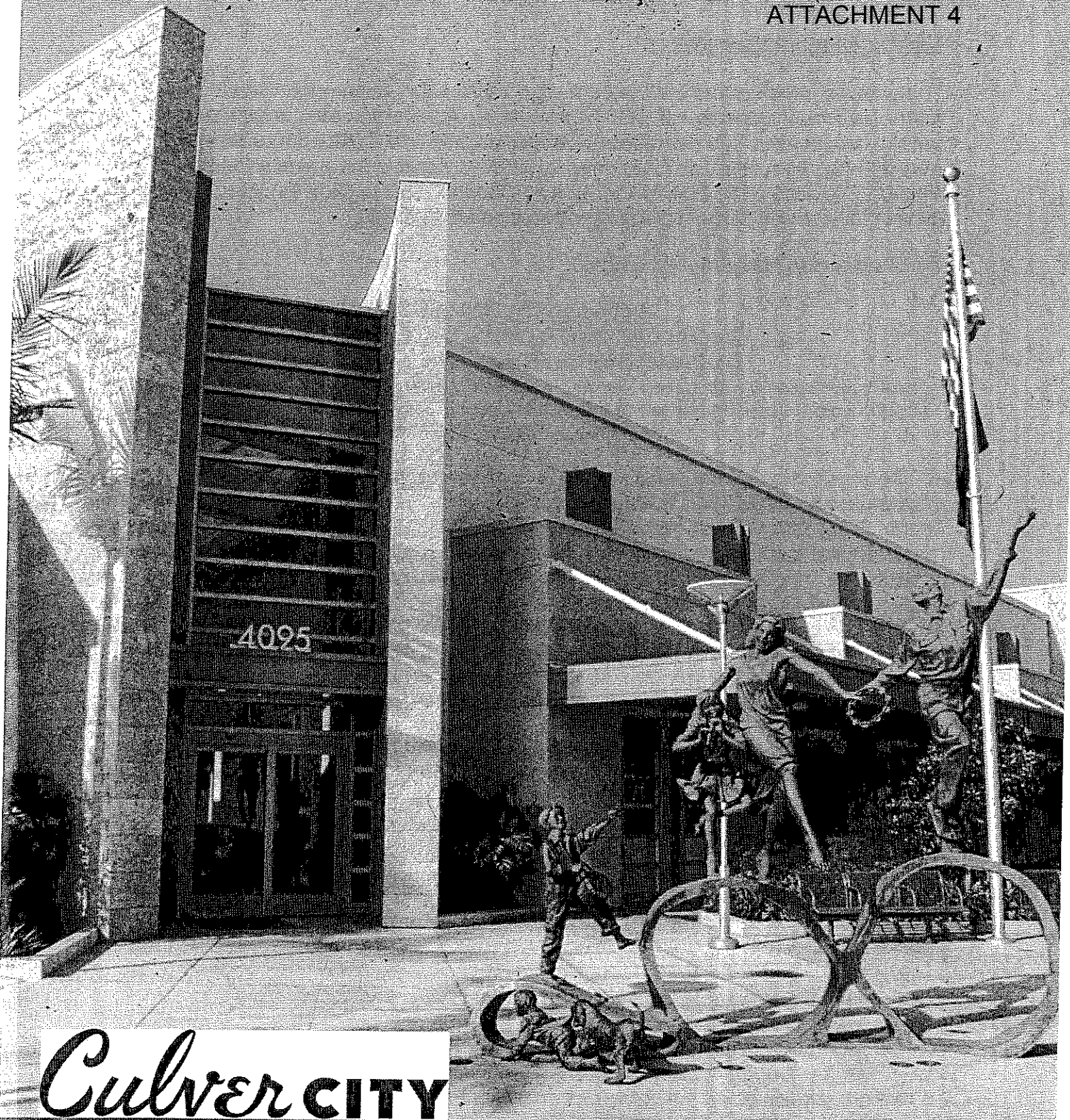
Section 108 Loan Payment: \$172,736

Administrative Maximum: \$30,193

Public Service Maximum: \$45,290

Capital Projects: \$65,660

TOTAL: \$313,879



Culver **CITY**

PUBLIC INFORMATION REPORT

Community Development Block Grant (CDBG) Program
Fiscal Year 2010 – 2011

CDBG Community Meeting

A community meeting will be held by the Culver City Community Development Block Grant Advisory Committee (CDBGAC) to obtain public comments and/or suggestions on how to allocate the City's **projected estimated 2010-11 CDBG allocation of \$301,933**. The City has committed \$172,736 for the 2010-11 scheduled payment for the \$2 million Section 108 Loan on behalf of the Senior Center Construction Project. The resulting 2010-11 Culver City CDBG balance is an estimated **\$129,127**.

The **Community Meeting** will be held:

December 16, 2009 at 7 pm
Culver City City Hall, 9770 Culver Boulevard
Dan Patacchia Conference Room, First Floor

(Parking entrance off Duquesne Avenue. City Hall is accessible to the disabled. To request a specific accommodation, please call the Culver City Coordinator of Disability Services at (310) 253-6729 or TDD (310) 253-6735.)

All City residents, as well as those who work or conduct business in Culver City, are encouraged to attend and be heard on the City's housing and community development needs. Subject to federal income eligibility requirements, CDBG monies can be used for neighborhood public improvements (for example, streets, sidewalks, street lights, etc.), accessibility modifications for the disabled to public facilities, grant administration and citizen participation. The public service projects funding maximum is 15% of the City's 2010-11 allocation, which is estimated to be \$45,290 and the grant administration funding maximum is 10%, which is estimated at \$30,193. For more information on project eligibility, please see the attached federal regulations. Also included is a chart indicating, by household size, income limits for CDBG project eligibility.

Those who prefer to submit **comments in writing** may do so by **December 14, 2009**. Write to:

Kriss Casanova, CDBG Administrator/ Economic Development Manager
 Culver City City Hall, 9770 Culver Boulevard, 3rd Floor, Culver City, CA 90232
kriss.casanova@culvercity.org

All written comments will be brought to the attention of the CDBG Advisory Committee and the City Council.

Community Development Block Grant (CDBG) Program Background

The 1974 Housing Act (as amended) adopted by Congress authorized, among other things, the granting of "blocks" of funds to eligible applicant municipalities nationwide to be used in certain broad categories of activities in the areas of housing and community development. Since passage of the 1974 Act, there have been thirty-five (35) completed application cycles of Block Grant funds; the next application will be prepared following public input and City Council authorization, which will include community development objectives and prioritized projects for 2010-11 (subject to federal funds being available).

The City of Culver City has received funds from each of the thirty-five (35) funding cycles. To date, the City has been awarded ~~12~~ allocations of Block Grant funds as follows:

<u>Application Year</u>	<u>Program Year</u>	<u>Funds Approved</u>	ATTACHMENT 4
1 st Year	1975-76	\$ 95,000	
2 nd Year	1976-77	\$ 114,537	
3 rd Year	1977-78	\$ 345,000	
4 th Year	1978-79	\$ 361,746	
5 th Year	1979-80	\$ 372,129	
6 th Year	1980-81	\$ 375,820	
7 th Year	1981-82	\$ 361,201	
8 th Year	1982-83	\$ 312,703	
9 th Year	1983-84	\$ 303,839	
10 th Year	1984-85	\$ 376,591	
11 th Year	1985-86	\$ 369,068	
12 th Year	1986-87	\$ 315,018	
13 th Year	1987-88	\$ 313,261	
14 th Year	1988-89	\$ 294,068	
15 th Year	1989-90	\$ 303,267	
16 th Year	1990-91	\$ 291,261	
17 th Year	1991-92	\$ 322,076	
18 th Year	1992-93	\$ 322,000	
19 th Year	1993-94	\$ 360,665	
20 th Year	1994-95	\$ 393,624	
21 st Year	1995-96	\$ 421,263	
22 nd Year	1996-97	\$ 410,412	
23 rd Year	1997-98	\$ 393,395	
24 th Year	1998-99	\$ 387,929	
25 th Year	1999-00	\$ 390,122	
26 th Year	2000-01	\$ 388,903	
27 th Year	2001-02	\$ 398,741	
28 th Year	2002-03	\$ 397,575	
29 th Year	2003-04	\$ 381,282	
30 th Year	2004-05	\$ 371,610	
31 st Year	2005-06	\$ 351,947	
32 nd Year	2006-07	\$ 316,593	
33 rd Year	2007-08	\$ 315,132	
34 th Year	2008-09	\$ 303,516	
35 th Year	2009-10	\$ 301,933	

TOTAL \$ 11,833,227

Culver City CDBG Projects

Projects and activities described below reflect the community development strategy of the City concerning CDBG federal funds. This 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, and is reviewed annually by these parties in the application process for additional funding.

As reported in previous Public Information Reports, the City Council and Redevelopment Agency, at a noticed public meeting, have replaced CDBG funding for the Neighborhood Preservation Program with Agency low and moderate income Housing Set-Aside monies.

Although the Neighborhood Preservation Program (NPP) is not an ATTACHMENT 4 in the CDBG public hearing process, the activities funded under NPP are continuing to be provided by Redevelopment Agency funding under the Housing Division. The City and Agency remain committed to providing housing rehabilitation for low and moderate income Culver City homeowners and tenants. For information concerning Agency Housing Programs, please call (310) 253-5780.

As is evidenced in the projects completed, underway, or planned, the major emphasis on programs funded through the Block Grant Program has been placed on projects for senior citizens and the disabled, the stabilization of the residential neighborhoods, public infrastructure and improvements to public facilities.

HUD approved the City's \$2 million Loan Guarantee application to assist construction of the new Culver City Senior Center. The City Council has committed loan payments that average \$200,000 annually from the City's CDBG funding through August 2014 for this priority project.

Highlights of the City's thirty-five (35) years of participation in the CDBG program include:

- General Block Grant administration/accounting and audit costs. Also included are citizen notification/participation support costs (on-going);
- Establishment of City Coordinators for Services to the Disabled. This position has been serving the City since 1984 (on-going Public Service);
- The development of a new Senior Center that serves over 4,000 seniors per year. Funding contribution to the new Senior Center Project through repayment of the Section 108 Loan. (on-going);
- Upgrading of street lighting and/or reconstruction of neighborhood streets in East Culver City;
- Installation of curb cuts for the handicapped/wheelchair users;
- Construction of cul-de-sacs on previously dead-end streets from Helms to Sentney Avenues;
- Planting of a greenbelt buffer between Helms Avenue and Syd Kronenthal Park, along the northside of National Boulevard, to aesthetically screen these streets from the railroad tracks and the Hayden Industrial Tract;
- Construction of a stormdrain on Jacob Street between Helms and Sentney Avenues;
- Planting of in-fill street trees in East Culver City;
- Provided funding for non-profit projects benefiting the disabled and partial funding for the City Paratransit Program for the transportation handicapped;
- Construction of the Culver City Unified School District Youth Health Center Expansion Project;

- Americans with Disabilities Act (ADA) compliance projects **ATTACHMENT 4** City Council pursuant to the federally-mandated City ADA Compliance Plan for accessibility modifications to City-owned facilities including assistive listening system for Ivy Substation Community Building, ADA sign-making system, pedestrian islands, doors for the Veteran's Memorial Building, countdown pedestrian signals with additional audible traffic signals and accessible features of Culver City Park Neighborhood Park Tot Lot and Nature Trail and Veterans Memorial Park.

Current (2009-10) CDBG Projects

1. Funding assistance for the Culver City Senior Center Project (Section 108 Loan Repayment);
2. City Position of Coordinator of Services to the Disabled;
3. Citizen participation/notification and administration; and
4. Veterans' Memorial ADA Playground Project.

CDBG Planning for 2010-11

For planning purposes, the City is estimating \$301,933 in CDBG monies for the 2010-11 program; however, this may change when final HUD figures are released. Approximately \$12,000 will be carried over from FY 2009-10, making the total funding available to be about \$313,879. A list of proposed projects for the FY 10-11 program is attached at the end of this report.

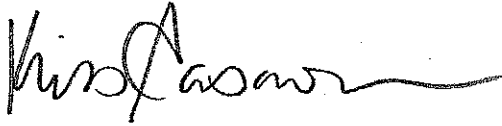
As required by Federal regulations, the public is hereby notified that 1) the 2010-11 proposed Community Development Block Grant Program will not result in any permanent relocation of either individuals or businesses; 2) 88% of the CDBG projects implemented during the 35th year met HUD requirements for benefiting households not exceeding 80% of the County median income or replacing deteriorated, neighborhood public infrastructure.

With the information in this report, it is hoped that those who live, work, or conduct business in Culver City may better understand the City's CDBG program to date, and will be able to take an active part in the assessment and planning for the program through the public hearing to be held before the Culver City Community Development Block Grant Advisory Committee. This six-member Committee of representatives from the Planning Commission, Parks, Recreation and Community Services Commission, Advisory Committee on Redevelopment, Disability Advisory Committee, Youth Organizations (e.g., YMCA), and the Culver City Homeowners' Association, was created by the City Council of the City of Culver City to provide a broad community perspective in obtaining public input during the CDBG public hearing process, and for making recommendations to the City Council concerning allocation of the City's CDBG resources.

Your time and consideration of this report as well as participation in the review process is encouraged and appreciated.

ATTACHMENT 4

Thank you,

A handwritten signature in black ink, appearing to read "Kriss Casanova", with a long, sweeping horizontal line extending to the right.

Kriss Casanova
Economic Development Manager

Attachments

ATTACHMENT 4

1) List of Committee Members.....	8
2) FY 2010-11 CDBG Request for Projects.....	9
o Attachment A – Funding Eligibility Requirements.....	11
o Attachment B – Eligibility Area Maps.....	13
3) City Dept. Project Request Memos	16
o Section 8 Loan Commitment.....	16
o General Administration Funding.....	17
o Public Works/Engineering Division Requests.....	19
o Parks, Recreation & Community Services Dept. Requests.....	21
o Community Development Dept. Requests.....	22
4) Summary Sheet of Dept. Project Requests.....	28

2010-11 CDBG Process
CDBG Advisory Committee Members

	<u>Members</u>	<u>Alternates</u>
PLANNING COMMISSION	Anthony Pleskow	Linda Smith Frost
PARKS, RECREATION & COMMUNITY SERVICES COMMISSION	Mary Ann Greene	Laura Stuart
ADVISORY COMMITTEE ON REDEVELOPMENT	Vernon L. Taylor, Jr.	Paul Struhl
HOMEOWNERS ASSOCIATION	Martha Gunther	
DISABILITY ADVISORY COMMITTEE	Neil Rubenstein	Robyn Ténensap
YOUTH REPRESENTATIVE/TEEN CENTER	Nicole Julian	

INTEROFFICE MEMORANDUM

DATE: October 22, 2009

TO: Mark Scott, City Manager
Jeff Eastman, Fire Chief
Charles Herbertson, Public Works Director
Bill LaPointe, Parks, Recreation and Community Services Director

FROM: Sol Blumenfeld, Community Development Director
Todd Tipton, Redevelopment Manager
Kriss Casanova, CDBG Administrator/Economic Development Manager

SUBJECT: FY 2010-11 CDBG Project Requests

CDBG Project Requests for FY 2010-11

We are currently preparing an application for CDBG 2010-11 funding and need project managers in Fire, Public Works and Parks, Recreation and Community Services to submit funding requests by November 13, 2009. The project requests should take the form of a memo addressed to the CDBG Advisory Committee and should include the street address or area, nature of work to be done, and who will execute the project (staff or contractor). Also, include a cost estimate and potential matching funds, which should cover the complete project, such as preparation of plans and specifications, installation, project management (if this cost is to be charged to the project), delivery, sales tax, etc., as applicable. Please give the source of the cost estimates. If you do not have specific cost information at this time, provide an estimate and a timeframe when the exact cost will be obtained.

Funding Estimates

The Los Angeles Community Development Commission has asked that we use the previous year's allocation as a base funding estimate. That figure may change slightly. In FY 2009-10, Culver City received \$301,933, of which \$180,850 of this amount was used to repay this year's Section 108 loan repayments, an obligation that will remain in place until August 2014. Below is a breakdown of the City's CDBG funding for FY 2009-10:

Funding for FY 2009-10

Culver City's 2009-2010 Allocation:	\$ 301,933
Additional, unallocated funds from 2008-09:	\$ 11,946

Total Funding Anticipated for FY 2010-11	\$ 313,879
---	-------------------

Projected Expenditures for FY 2009-10

1 Transfer to Sec. 108 Repayment	\$ 180,850
2 General Administration	\$ 30,193
3 ADA Improvements to Vet's Park	\$ 65,212*
<i>*Additional, unallocated funds from 2007-08 approximately \$20,000</i>	
4 Disability	\$ 45,289

Total Expenditures	\$ 321,544
---------------------------	-------------------

Please note that the CDBGAC orientation meeting is scheduled tentatively for the last week in November or the first week in December 2009. The date for the first official CDBGAC Public Hearing will be set by the Advisory Committee at the November/December meeting. The City Council Public Hearing is tentatively scheduled to take place during the second week of January 2010. Please plan to have staff members present at these meetings as their presence will help move the process along more effectively.

Attached is a brief description of eligibility rules for CDBG, including income eligibility for projects benefiting individual households and eligibility area maps to assist your staff in preparing requests.

Should you have any questions, please contact Kriss Casanova at ext. 5769.

Thank you.

ATTACHMENT A: CDBG FUNDING ELIGIBILITY REQUIREMENTS

CDBG FUNDING ELIGIBILITY: PUBLIC INFRASTRUCTURE

Over the three year period FY 2008-09 through FY 2010-11, between 70% and 100% of all City CDBG funds should be obligated for projects benefiting persons/neighborhoods of up to 80% of County median income (not exceeding \$55,450 for a family of four). Rehabilitation and new construction of publicly owned facilities benefiting senior citizens and eligible disabled persons remain eligible anywhere in the City. Funding for the Senior Center is covered by this eligibility category.

Federal requirements for CDBG public infrastructure projects, which are limited to eligible neighborhoods, are based on 2000 Census data. The attached maps indicate which Culver City areas are eligible for CDBG funding in this category.

Culver City can allocate CDBG monies to residential public improvements (neighborhood street reconstruction, curbs, gutters, street lights, street trees, sidewalks) under two eligibility categories: 1) the project is located in a Census Tract OR Block Group (subset of Census Tracts) in which at least 51% of the residents have incomes not exceeding 80% of the County median income as documented by federal data; 2) the project is located within an area approved by the City Council and certified by the County (under HUD regulations) as environmentally deficient or "blighted". For FY 2009-10, the entire estimated funding allocation of \$301,933 was eligible in this category, although the City's commitment to repay the principal and interest on the Section 108 loan for construction of the Senior Center significantly reduced the availability of funds for projects of all types. In FY 2009-10, the City's Section 108 Loan repayment was \$180,850.

- **CATEGORY 1): CENSUS TRACT/BLOCK GROUP INCOME ELIGIBILITY AREAS**

In east Culver City, only Census Tract 7024.00, Block Group 2 is eligible in this category. In west Culver City, only Census Tract 7028.02, Block Group 4 and Census Tracts 7028.03, Block Groups 1, 2 and 4 are eligible.

There is no limit on the allocation of CDBG monies for eligible projects in this category.

- **CATEGORY 2): CENSUS TRACT/BLOCK GROUP ENVIRONMENTALLY DEFICIENT ("BLIGHTED") ELIGIBLE AREAS**

In Culver City, the only eligible area in this category is Census Tract 7024.00, Block Group 2. Culver City could allocate all of the City's estimated allocation (minus the Section 108 loan obligation) in this category through the FY 2010-11 program without requesting a waiver from the County.

The 30% federal limitation for public improvements in environmentally deficient or "blighted" areas became effective in 1991. Before that date, the funding limit for our then-eligible east Culver City block groups had been 40% of the City's annual allocation.

EXCEPTIONS CONCERNING ELDERLY/DISABLED/CODE COMPLIANCE

There are several exceptions to the above CDBG funding requirements. Capital projects benefiting the elderly/disabled, including compliance with mandates pursuant to the Americans with Disabilities Act (ADA), are eligible Citywide. Also, rehabilitation projects for compliance with City health or safety codes are eligible on a "spot basis" anywhere in the City.

ADMINISTRATIVE COSTS

CDBG General Administrative costs are eligible up to a maximum of 10% of the City's annual CDBG allocation, which was allocated at \$30,193 for FY 2009-10 for staff time.

PUBLIC SERVICE PROJECTS

The maximum amount eligible for public service projects is 15% of the City's annual CDBG allocation, which was allocated at \$45,289 for the Disability Services Specialist.

By Council policy, private non-profits are not eligible for funding under CDBG because of reduced grant resources and need for City projects' funding.

If you have any questions, please contact me at ext. 5769

ATTACHMENT B: CDBG ELIGIBLE AREA MAPS

(persons/neighborhoods earning $\leq 80\%$ of County median income)

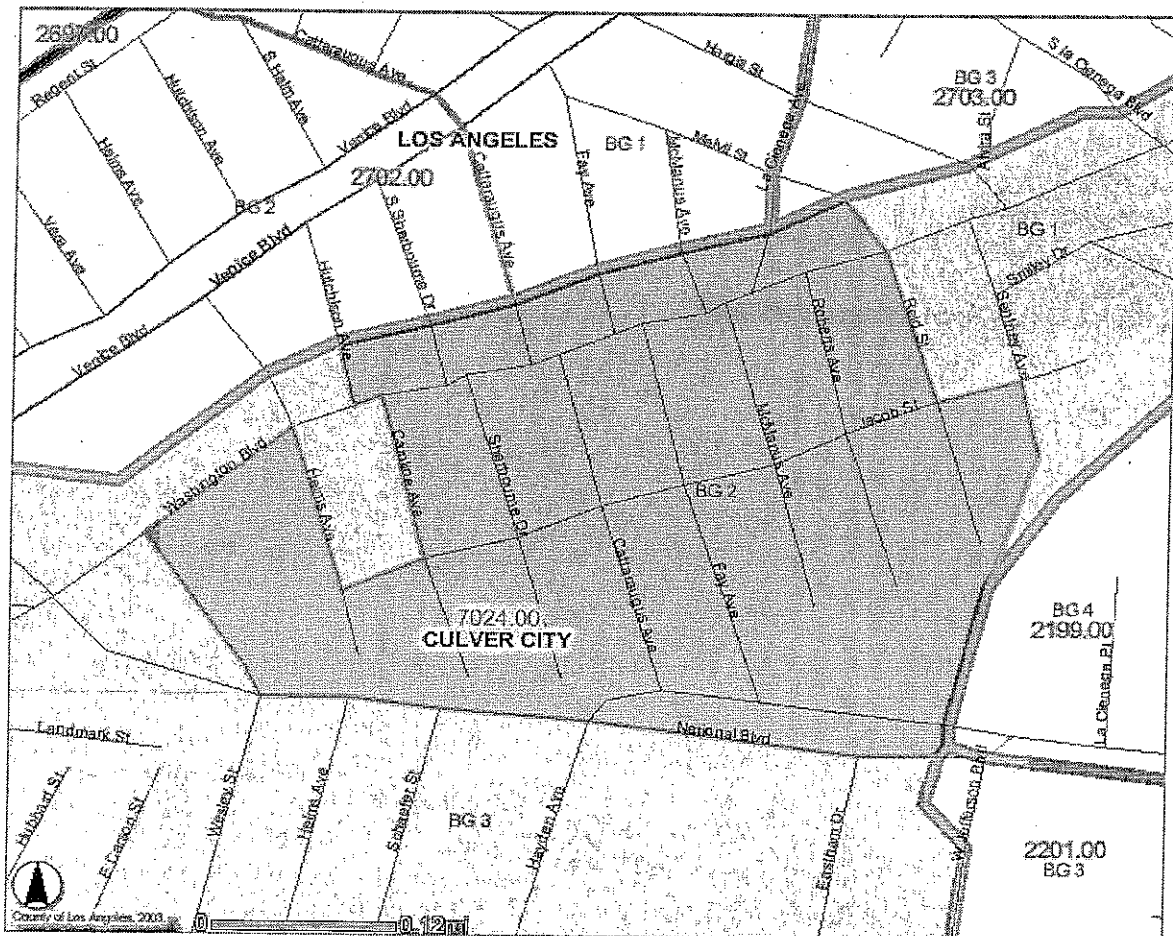
LEGEND:



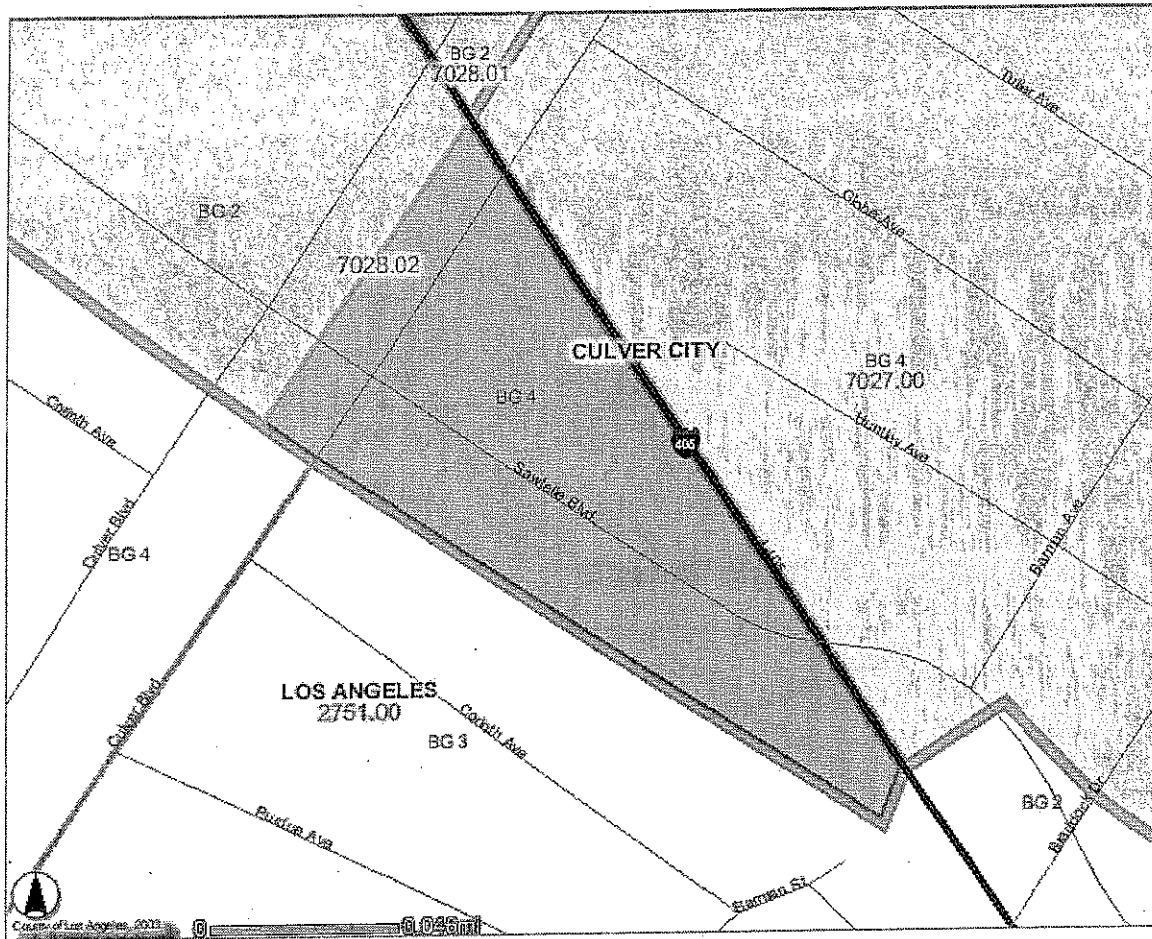
-- CDGB eligible area

-- City grounds (ineligible areas)

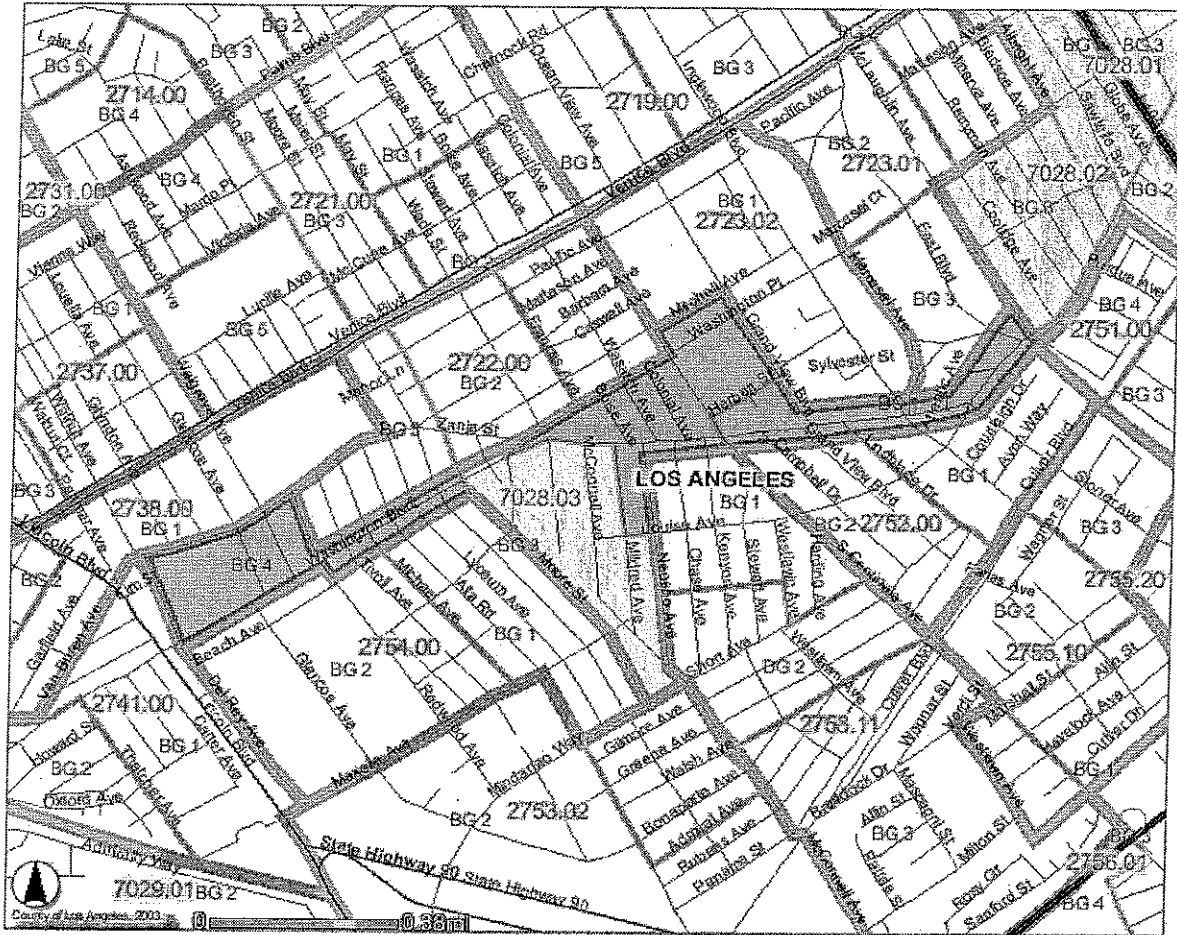
Census Tract 7024.00, Block Group 2



Census Tract 7028.02, Block Group 4



Census Tract 7028.03, Block Group(s) 1, 2, 4



INTEROFFICE MEMORANDUM

DATE: November 17, 2009
TO: CDBG Advisory Committee
FROM: Kriss Casanova, Economic Development Manager/CDBG Administrator
SUBJECT: 2010-11 CULVER CITY SECTION 8 LOAN COMMITMENT: \$172,736.

In recommending CDBG projects for the 2010-2011 Culver City CDBG program, you must take into account the existing commitment by the City Council to make annual payments to the City's \$2 million Section 108 Loan. The Section 8 Loan, in effect an advance on our CDBG monies, was approved by the U.S. Department of Housing and Urban Development (HUD) during the FY 1998-1999 to assist with funding the Senior Center Project.

The term of the loan is 15 years, which is payable until August 2014. The City's 12th loan repayment will be allocated from the City's 2010-2011 CDBG Allocation.

Culver CITY

ATTACHMENT 4

INTEROFFICE MEMORANDUM

DATE: November 16, 2009
TO: CDBG Advisory Committee
FROM: Kriss Casanova, Economic Development Manager/CDBG Administrator
SUBJECT: 2010-11 CDBG Request for General Administration Funding: \$30,193

Pursuant to CDBG legislation, the City is eligible to receive a maximum of 10% of the annual CDBG funding allocation to offset administrative and related expenses necessary to participate in the grant program. General Administrative costs are limited to meeting overall program requirements and do not involve staff time to implement specific projects.

Based on the City's history participating in CDBG, total costs for General Administration will exceed the available 10% funding. Activities funding under General Administration project eligibility are made up of the following:

Administration **\$26,550**

The attached timetable provides detail on the tasks necessary to carry through with the citizen participation, public notification and hearings procedures. In addition, the Administrator charges the General Administration project for time for the following: 1) required monitoring and reporting on all CDBG projects and other reports required by CDBG for recipients of these monies; 2) coordinating with the Accounting Division and responding to audit inquiries concerning CDBG requisitions and audits; 3) responding to City staff technical questions about complying with CDBG regulations in executing CDBG projects; 4) attending mandatory training sessions and meetings concerning new or revised CDBG laws/regulations/forms/procedures, etc. and keeping all involved City staff informed regarding current CDBG requirements.

Accounting / Audit **\$3,500**

The Grant Accountant and other Accounting Division staff involved in CDBG prepare monthly requisitions for project expenditures, tracking grant reimbursement procedures and charge costs to General Administration. Accounting Division staff is also responsive in providing financial information for mandatory CDBG monitored visits. In addition, CDBG pays a pro-rata share of the annual federally-required "Single Audit" of federal grant programs.

Public Information**\$300**

Funds will be designated for the provision of information and other resources to residents and citizen organizations participating in the planning, implementation, or assessment of activities being assisted with CDBG funds.

General Administration Request:

Administration	\$26,393
Accounting Audit	\$3,500
Public Information	\$300

Total 2010-11 CDBG Funding Request**\$30,193**

MEMORANDUM

DATE: NOVEMBER 12, 2009
TO: KRISS CASANOVA, MANAGEMENT ANALYST/ CDBG ADMINISTRATOR
FROM: MATE GASPAR, ENGINEERING SERVICES MANAGER
SUBJECT: CDBG FY 2010/2011 PROJECT PROPOSAL

The Public Works Department/Engineering Division recommends the following projects for 2010/11 CDBG funding.

Slurry Seal Project

This project will install a slurry seal coat on the existing asphalt pavement in order to extend its life.

Caroline Ave (Washington Bl/ Jacob St):17,000SF

Sherbourne Dr (Washington Bl/ End): 35,200SF

Reid Ave (Jacob St to end):16,500 SF

Sentney Ave (Washington Bl to End, incl. Smiley Dr east of Sentney Ave):27,000SF

Total: 95,700 SF @\$0.45/SF=\$43,065. Local patches should be done by city force prior to the slurry seal project.

Countdown Pedestrian Signal Installation Project

This project will install countdown pedestrian signals at the following intersections:

1. Washington Boulevard and Inglewood Boulevard (8 required)
2. Washington Boulevard and Grand View Boulevard (8 required)
3. Washington Boulevard and Centinela Avenue (8 required)
4. Washington Boulevard and Washington Place (west end; only 2 required)
5. Washington Place and Zanja Street (only 6 required)
6. Washington Boulevard and Wade Street (8 required)
7. Washington Boulevard and Rosabelle Street (8 required)
8. Washington Boulevard and Beethoven Street (8 required)
9. Washington Boulevard and Redwood Avenue (8 required)
10. Washington Boulevard and Sawtelle Boulevard (8 required)
11. Washington Place and Sawtelle Boulevard (8 required)
12. Culver Boulevard and Madison Avenue (8 required)
13. Culver Boulevard and Elenda Avenue (8 required)

14. Washington Boulevard and Overland Avenue (8 required)
15. Washington Boulevard and Elenda Avenue (8 required)
16. Washington Boulevard and Girard Avenue (8 required)
17. Washington Boulevard and Culver Center (8 required)
18. Washington Boulevard and Hughes Avenue (8 required)
19. Washington Boulevard and La Cienega Boulevard (8 required)
20. Jefferson Boulevard and Kinston Avenue (8 required)
21. Jefferson Boulevard and Duquesne Avenue (8 required)
22. Jefferson Boulevard and Cota Street (8 required)
23. Sepulveda Boulevard and Sawtelle Boulevard (8 required)

A regular 4-way intersection requires eight (8) countdown pedestrian signals at a cost of approximately \$250/ each. Therefore, it would require 176 countdown pedestrian signals for the above listed intersections. The countdown pedestrian signals will be installed by City Staff.

The total request is for \$ 48,400, which includes a 10% contingency.

INTEROFFICE MEMORANDUM

DATE: November 16, 2009
TO: Community Development Block Grant Advisory Committee
FROM: Armando Abrego, Senior and Social Services Manager
SUBJECT: Parks Recreation & Community Services Department Requests for FY 2010/2011 CDBG Proposal

The Parks, Recreation and Community Services Department has three items to submit for FY 2010/2011 CDBG funding, which are as follows:

- Senior & Social Services Division Staff- Disability Services Specialist

The Disabilities Services Specialist position has received CDBG funding for the past 25 years. The Disabilities Services Specialist position is currently held by Darren Uhl who has been in the position since April 14, 2008. Mr. Uhl continues to develop creative programs and is responsive in providing direct services and referrals for residents with disabilities. The Parks, Recreation and Community Services Department requests the maximum fifteen (15%) percent of public service to the Disability Services Specialist from the CDBG award for FY10-11. In FY09-10, Council supported the Community Development Block Grant Advisory Committee recommendation of allocating the fifteen (15%) percent of public service to the Disability Services Specialist in the amount of \$39,829.

- \$11,500 in CDBG funding for purchase and installation of an ADA approved lift for the Municipal Plunge at Veterans Park.

Swimming pools are required to have a transfer lift for the purpose of assisting those with mobility-related disabilities to gain access to the water. Recently the aging transfer lift at the Municipal Plunge became permanently non-functional.

- \$25,000 in CDBG Funding for the replacement of three sets of doors at the Culver City Municipal Plunge with ADA handicap electric, automatic doors. The three targeted sets of doors include the main facility entrance as well as the entrances to the men's and women's changing rooms.

This facility receives a large amount of usage by the community for recreational purposes. Many swimming pools users are actually senior citizens and people with disabilities who use the Municipal Plunge to meet therapeutic fitness needs.

Culver CITY

ATTACHMENT 4

INTEROFFICE MEMORANDUM

DATE: December 1, 2009
TO: CDBG Advisory Committee
FROM: Elaine Gerety Warner, Senior Management Analyst - CDD
SUBJECT: 2010-11 CDBG Request for Gateway Median Improvement: \$43,600

In December 2007, The Culver City Council and the Culver City Redevelopment Agency developed an Area Improvement Plan program that utilizes the synergy of public and private improvements in revitalizing a larger area. The first few phases of the program are targeted on the West Washington Blvd. corridor surrounding two catalytic redevelopment sites. (Attachment 1) The objective of the program is to layer improvements in a phased approach to promote revitalization, encourage reinvestment and eliminate blight. In addition to property acquisition and increased code enforcement efforts, three programs were developed to meet these goals: a streetscape median project, commercial rehabilitation façade grant program and "green zone" energy retrofit incentive program.

The streetscape median project has recently been approved and the Agency has committed \$450,000 to the creation of five new medians in the center of the street in Phase I. (Attachment 2) While the Agency committed to pay for the infrastructure, it would only do so if the private business community agreed to pay for the ongoing maintenance. To this end, the Agency worked with local business owners to develop an assessment district which recently passed in June 2009.

Additionally, the Agency has allocated approximately \$150,000 in a matching commercial façade rehabilitation program to encourage business owners to enhance their facades and signage. While it has been challenging to commit property owners to the matching guidelines, the program is underway and now fully allocated for Phase I.

Lastly, The City and the Agency, through the development of a comprehensive Green Building Ordinance, have created "green zones" throughout the City. Within these green zones, businesses are encouraged through permit fee waivers to retrofit their buildings to be more energy efficient. This program is currently being launched.

(continued)

Existing Median Improvements

Currently, there are four existing medians within the Phase I AIP area that were not included in the project. (Attachment 3) These medians control traffic flow and have the potential to be an attractive gateway into the West Washington Area. They are currently planted with low shrubs and trees that are inconsistent with the proposed new median planting. Staff considered replanting these medians as part of the AIP Phase I improvement effort, however, did not have adequate funds to initiate the design process. Similar to the new medians, these medians would feature drought tolerant, low maintenance trees to keep future maintenance costs to a minimum. Any additional maintenance costs, above and beyond what the City currently allocates, could be passed through to the Phase I Assessment District formed in June 2009.

The design and replanting of these medians is critical in connecting the AIP Phase I area to the rest of West Washington Blvd. The first step in initiating this work is to hire a landscape architect to design and prepare construction documents. Staff requests that funding for this project be considered for the 2010-2011 CDBG cycle.

Total 2010-11 CDBG Funding Request

\$43,600



GIS PROGRAM
AUGUST 04, 2009

0 0.04 0.08 0.16 Miles

Area Improvement Plan West Washington

Phase

-  1
-  2
-  3

 Demonstration Areas

 City Boundary

Area Improvement Plan - West Washington Blvd. Rosabell Street to Beethoven Street

Streetscape Median Conceptual Plans

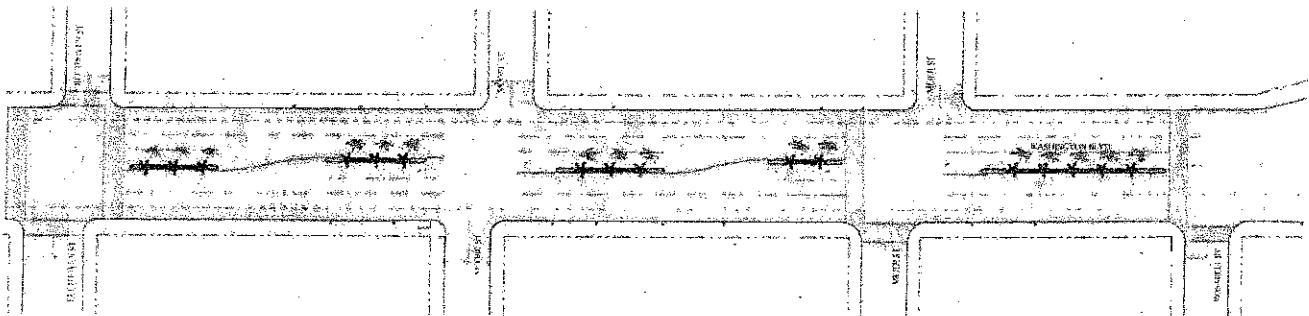


After



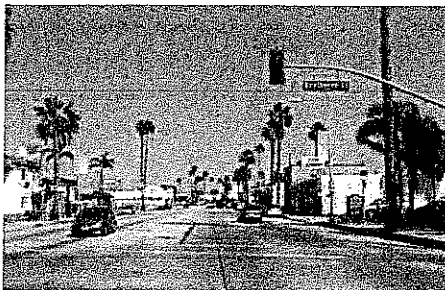
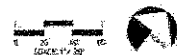
Before

**W. Washington Blvd.
North view**



-  Syagrus romanzoffianum (Queen Palm)
-  Helictotrichon sempervirens (Blue Oat Grass)
-  Phormium tenax (New Zealand Flax)
-  Hemerocallis sp. (Daylily)

Preliminary Landscape Improvement Plan



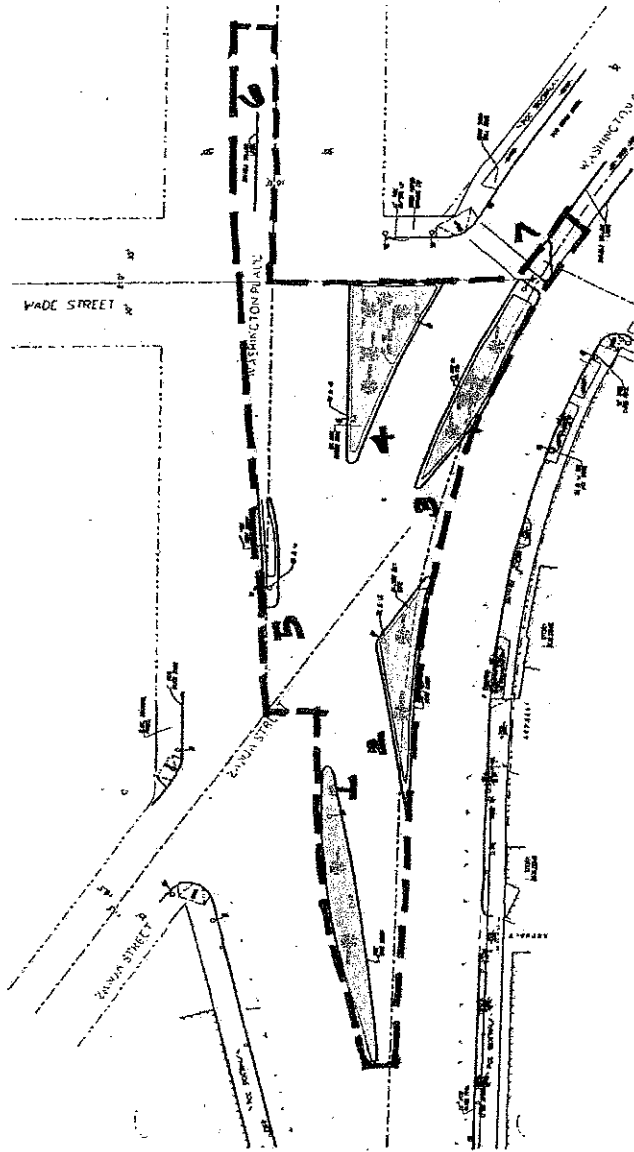
Before

**W. Washington Blvd.
Eastbound view**

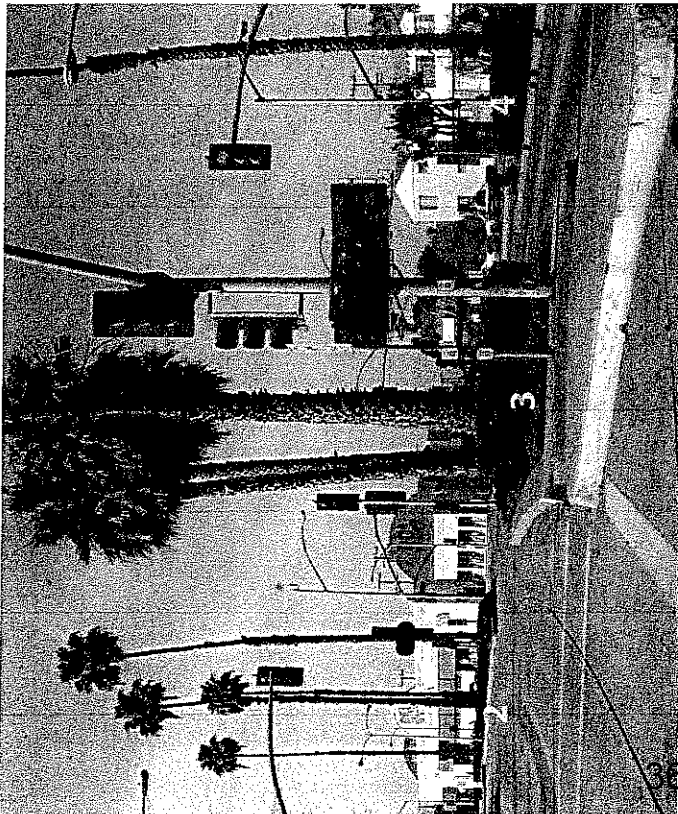
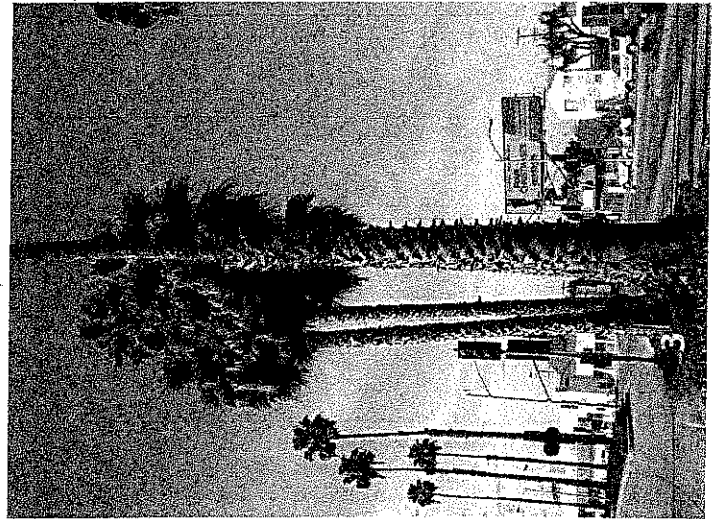
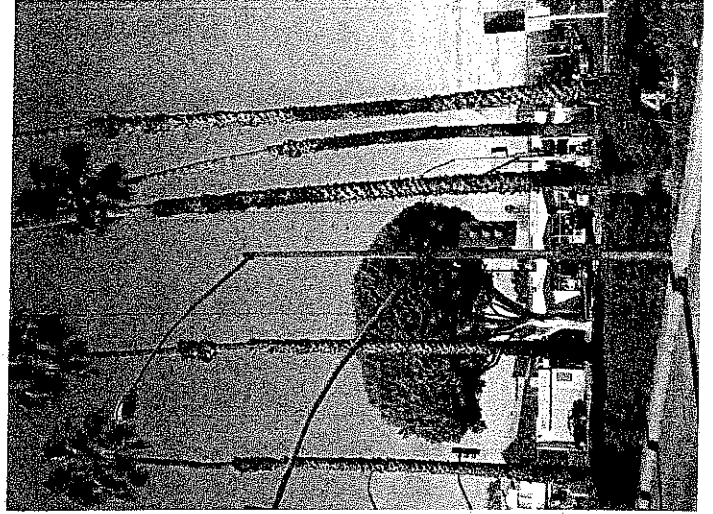


After

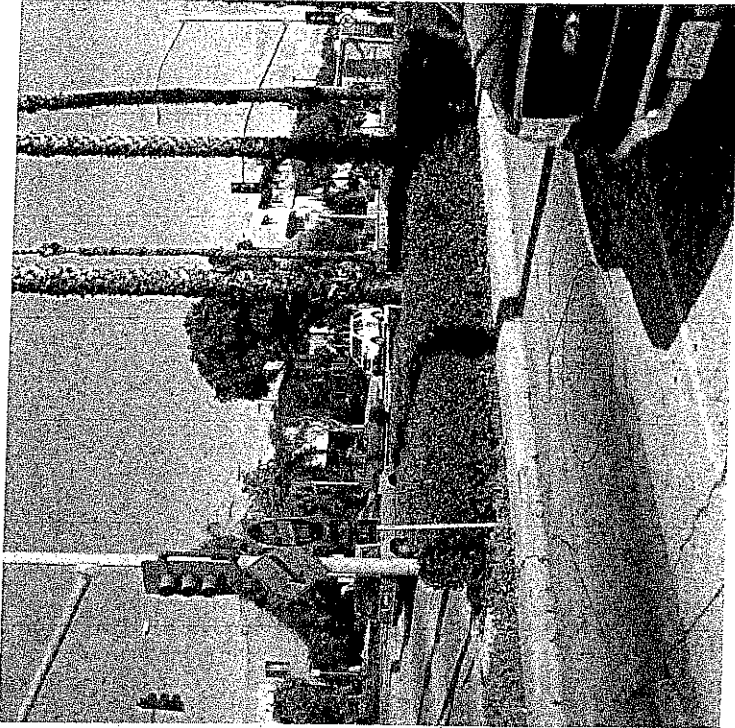
GATEWAY MEDIANS—WEST WASHINGTON



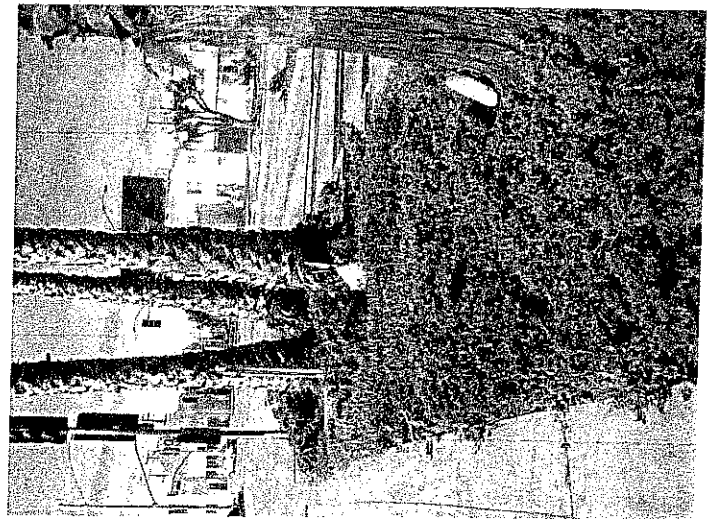
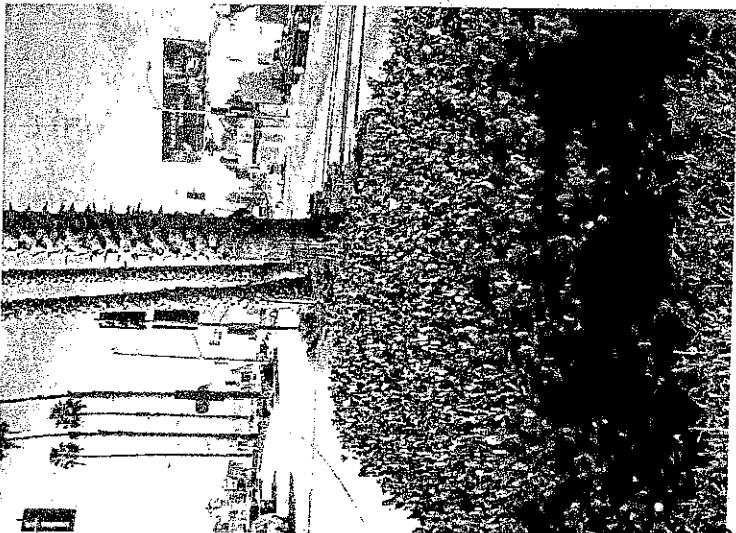
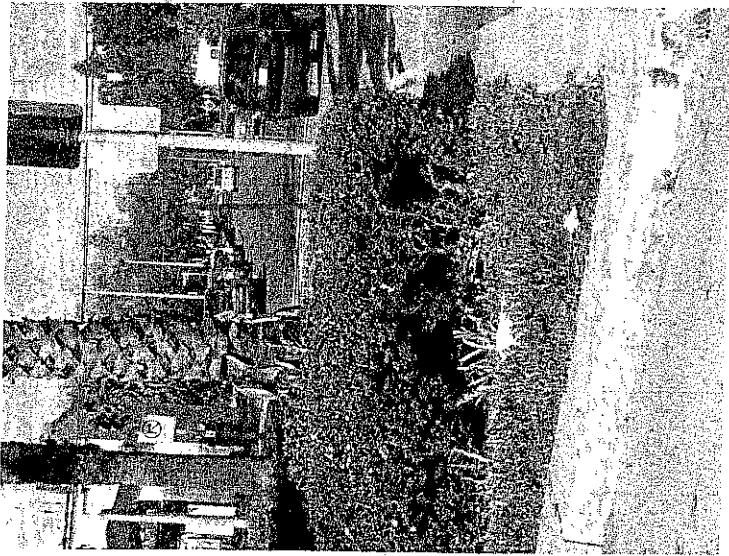
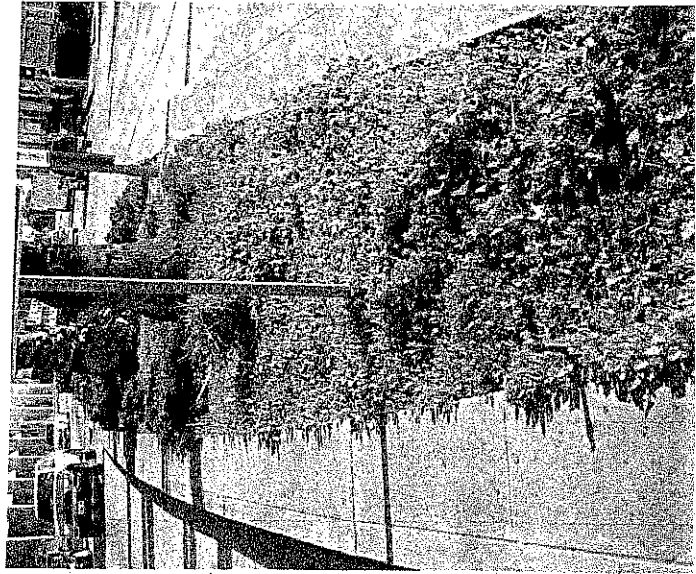
ATTACHMENT 4



SHRUB/BUSH DETAIL



GROUND COVER DETAIL



CDBG FY 2010-2011 Summary of Project Requests

FUNDING REQUESTS

TOTAL FUNDING AVAILABLE:	\$ 313,879.00
Estimated 2010-2011 CDBG Allocation	\$ 301,933.00
Carry -Over from FY 2009-10	\$ 11,946.00

BREAKDOWN OF AVAILABLE FUNDING

Section 108 Loan Repayment:	
Public Service Maximum (15%):	\$ 172,736.00
Administrative Maximum (10%):	\$ 45,290.00
Capital Projects:	\$ 30,193.00
	\$ 65,660.00

FUNDING REQUESTS

Type	Project	Funding Request
City Council	Annual repayment of \$2 million Section 108 Loan	\$ 172,736.00
	General Administration of CDBG	\$ 30,193.00
	City Council Subtotal:	\$ 202,929.00
Public Service	Disability Services Staff	\$ 45,290.00
	Public Service Subtotal:	\$ 45,290.00
Capital	Purchase and Installation of an ADA approved lift for the Municipal Plunge	\$ 11,500.00
	Replacement of three sets of doors at the Municipal Plunge with ADA handicap electric, automatic doors.	\$ 25,000.00
	Slurry Seal Project	\$ 43,065.00
	Countdown Pedestrian Signals	\$ 48,400.00
	AIP Median Design	\$ 43,600.00
	Capital Subtotal:	\$ 171,565.00
	TOTAL FUNDING REQUESTED:	\$ 419,784.00



COMMUNITY DEVELOPMENT BLOCK GRANT ADVISORY COMMITTEE

COMMUNITY DEVELOPMENT BLOCK GRANT COMMUNITY MEETING
DECEMBER 16, 2009 AT 7:00 P.M.

DATE: December 10, 2009

TO: CHAIRPERSON AND MEMBERS OF THE ADVISORY COMMITTEE

THROUGH: Sol Blumenfeld, Community Development Director
Todd Tipton, Redevelopment Administrator

FROM: Kriss Casanova, CDBG Administrator / Economic Development Manager

RE: Fiscal Year 2010-11 Community Development Block Grant Report

Project Description

A community meeting to obtain public input on projects proposed to be funded from the Community Development Block Grant ("CDBG") allocation in fiscal year ("FY") 2010-11 and to identify CDBG Advisory Committee (the "Committee") recommendations that will be presented to the Culver City City Council (the "Council") for implementation.

Introduction

Since 1988, Council has directed the Committee to conduct the initial CDBG meeting, which aims to prioritize projects for the coming fiscal year. The Committee's charge is to incorporate public input into its final project priority recommendations to the City Council. The Committee's recommendations will be presented to the City Council for consideration on January 4, 2010.

Notice of the December 16, 2009 meeting was published in the Culver City News on December 3 and 10, 2009. Notice was also posted in front of City Hall on December 11, 2009. A public information report was advertised as available at the Culver City Julian Dixon Library, the Culver City Senior Center, and the offices of the Culver City Redevelopment Agency.

Community Development Block Grant Advisory Committee

The Committee was created in order to increase the amount of public input related to the allocation of the City's CDBG monies. The six-member Committee is constituted of one designated representative from each of the following groups: Culver City Planning Commission, Culver City Parks, Recreation and Community Services Commission, Culver City Disability Advisory Committee, the Advisory Committee on Redevelopment, the Culver City Homeowners' Association and a youth representative.

Community Development Block Grant Status

On December 17, 2007, the Committee recommended projects for FY 2009-10 funding. The projects were approved by Council on January 12, 2008. All projects were part of the Los Angeles Urban County CDBG application and were approved by the Department of Housing and Urban Development (HUD) upon submission. At this time, all current CDBG projects are being executed, and will be completed by June 30, 2009, with the exception of the Culver City Senior Center Section 108 loan repayment, which has a multi-year schedule.

Funding of Nonprofit Agencies

At Council's direction, staff studies the options for funding nonprofit projects using CDBG funds. The most recent report to Council regarding the use of funds for nonprofits was provided during the January 7, 2002 Council meeting.

Staff's direction from Council was to only fund City-initiated programs/activities. Council will consider funding sub-grantees with future CDBG monies once the Section 108 Loan (Senior Center) is repaid.

Redevelopment Agency Funding for the Neighborhood Preservation Program (NPP)

In past years, the Culver City Redevelopment Agency (the "Agency") used CDBG monies to fund the NPP, which assists low and moderate income Culver City homeowners and tenants. Beginning with FY 1991-92, Council and Agency approved a policy whereby NPP monies from CDBG were replaced with Agency Housing Set-Aside monies. This policy supports the City's Housing Element as well as the Agency's "Low and Moderate Income Housing Policy and Five Year Implementation Plan".

The Agency continues to honor Culver City's commitment to serve the housing conservation/rehabilitation needs of its low to moderate income homeowners and tenants. The NPP is implemented by the Culver City's Housing Division, as has been done in the past.

FY 2010-11 Community Development Plan and Program

Staff recommends implementing the CDBG program for FY 2010-11 in order to:

- A. Stabilize and preserve existing residential neighborhoods by developing public infrastructure and improving supportive public facilities to prevent and eliminate blight.
- B. Provide funding for grant administration and projects serving the elderly, disabled, and youth.

Anticipated Funding for the FY 2010-11 CDBG Program

Staff estimates receiving \$301,933 in CDBG funding for FY 2010-11 with an additional \$12,000 carried over from FY 2008-09. Culver City's final allocation amount will not be known until February 2010 or later, due to federal and Los Angeles County administrative procedures.

Culver City Funding Strategy

Culver City's policy is to first use its most restricted funds for public projects before using other funding sources, such as the General Fund. Grant monies, such as CDBG funds are typically the most restricted because of shorter expiration dates, as well as administrative and other requirements that limit their flexibility.

Culver City must spend an amount equivalent to all but 150% of its annual allocation by the ninth month of the program year. Therefore, it is necessary to limit the number of projects to ensure timely expenditure of CDBG funds. To avoid penalties, the City must implement projects during FY 2010-11 (NOTE: except for construction projects, which can be scheduled over two year's time).

Culver City will obtain CDBG budget authority to implement projects beginning July 1, 2010. Cities that fail to meet the drawdown requirement will risk losing future funding. Since Culver City spends over half of its allocation on the Senior Center loan repayment, this requirement has been easily met.

Federal Funding Eligibility Requirements

Below are some general federal funding CDBG eligibility requirements. For additional information on CDBG eligibility requirements, please see the Public Information Report.

1. For FY 2010-11, between 70% and 100% of all City CDBG funds should be obligated for projects benefiting persons/neighborhoods of up to 80% of County median income (not exceeding \$55,450 for a family of four). Please refer to maps in the Public Information Report delineating the current eligible Census Tract/Block Groups.
2. Up to 30% of funding (approximately \$90,579) may be spent for public infrastructure projects that eliminate or prevent blight within areas that meet HUD standards for blight and environmental deficiencies. At this time, only two

Block Groups within Census Tract 7024 in east Culver City qualify in this category.

3. Capital projects benefiting the elderly, including the Culver City Senior Center project, or projects benefiting the disabled, such as compliance with the Americans with Disabilities Act (ADA), are presumed to be eligible for CDBG funding.
4. CDBG administrative and participation costs cannot exceed 10% of the City's annual grant.
5. Public Service projects must assist the elderly/disabled and/or low-to-moderate income persons. Public Service projects are limited to 15% of the total annual allocation.

FY 2010-11 Projects Recommended by City Staff

Please see the Public Information Report for additional information on the projects below:

- A. 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. As a result, \$172,736 of the Culver City's 2010-11 CDBG funding is obligated for loan repayment.
- B. Parks, Recreation and Community Services 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, and 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 \$45,290.
 - Purchase and installation of an ADA approved lift for the Municipal Plunge at Veterans Park: Swimming pools are required to have a transfer lift for the purpose of assisting those with mobility-related disabilities to gain access to the water. Recently, the aging transfer lift at the Municipal Plunge failed and must be replaced. This project will cost \$11,500.
 - Culver City Municipal Plunge ADA Doors: This project would replace three sets of doors including the main facility entrance as well as the entrances to the men's and women's changing rooms with upgraded ADA

compliant, automatic doors at a cost of \$25,000. This facility receives a large amount of usage by the community for recreational purposes. Many swimming pool users are senior citizens and people with disabilities who use the Municipal Plunge to meet therapeutic fitness needs.

PRIORITY	PROJECT	AMOUNT
#1	Disability Services Specialist (salary and benefits)	\$45,290
#2	Plunge Lift	\$11,500
#3	Plunge ADA Doors	\$25,000
	TOTAL:	\$81,790

C. Public Works Department Recommendations: The Public Works Department, Engineering Division, has made the following recommendations for 2010-11 CDBG funding:

- Countdown Pedestrian Signal Installation Project: This project proposes installing countdown pedestrian signals at 23 intersections. A regular 4-way intersection requires eight (8) countdown pedestrian signals at a cost of approximately \$250 each for a total of \$48,400. Therefore, 176 countdown pedestrian signals are needed for the 23 intersections. Public Works staff will perform the installations.
- Slurry Seal Project: This project will install a slurry seal coat on the existing asphalt pavement on Caroline Ave., Sherbourne Dr., Reid Ave., and Sentney Ave. in order to extend its life. The project will cost \$43,065.

PRIORITY	PROJECT	AMOUNT
#1	Countdown Pedestrian Signals	\$48,400
#2	Slurry Seal Project	\$43,065
	TOTAL:	\$91,465

D. Community Development Department Recommendations: The Community Development Department has made the following recommendations for 2010-11 CDBG funding:

- CDBG General Administration: This project provides reimbursement to Culver City for the costs of CDBG administration, including the citizen participation and public hearing process, as well as accounting and auditing costs. Reimbursement for CDBG Administration cannot exceed 10% of Culver City's annual CDBG allocation. Based on the current funding estimate from the Los Angeles County Community

Development Commission (LACDC), \$30,193 is the maximum funding available for this project in FY 2010-11.

- Median Design: This project will provide for landscape design services to replant four medians within the Phase I AIP area along west Washington Boulevard. CDBG money will be used to hire a landscape architect to design and prepare construction documents at a cost of \$43,600. The replanting of the medians will help to revitalize the area.

PRIORITY	PROJECT	AMOUNT
#1	General Administration	\$30,193
#2	Median Design	\$43,600
	TOTAL:	\$73,793

- E. Public Comments: No public comments have been received at this time. Any public comments received after the preparation of the staff report will be presented at the public hearing.

FY 2010-11 CDBG Program Funding Options and Recommendations

Culver City estimates receiving \$301,933 in CDBG funding for 2010-11. The anticipated allocation is insufficient to fully fund all requested projects for the program year even with the additional \$12,000 in carry-over funds. The Council requests that the Committee conduct this evening's meeting to consider public input on all eligible projects, as well as additional information presented by Culver City staff. The Committee is charged with recommending to Council a list of projects to fund in FY 2010-11 with CDBG monies. The Committee shall list projects in priority order, with specified dollar amounts for each project.

- A. Funding Options: The City expects to allocate \$129,197 in CDBG funds for projects in the FY 2010-11 (after deducting the obligatory commitment for the Senior Center federal loan repayment). The Committee can decide to reduce the funding of one or more projects; eliminate a project (or projects); defer a project; or recommend a project for approval in phases, with part of the needed funds coming from 2010-11 and the balance from anticipated 2011-12 CDBG monies. The Committee may also recommend funding subject to additional information/documentation submitted for the City Council public hearing on January 4, 2010.
- B. Funding Recommendations:
1. Staff recommends that the Committee anticipate a funding shortfall (i.e. less than the expected \$301,933) and program accordingly. The

Committee may wish to designate a single project, or multiple projects, for a reduction in funding should a shortfall occur.

2. Staff recommends that an increase in CDBG allocation, either from projects completed under budget OR from additional allocations, be programmed as follows:
 - a. That CDBG projects experiencing budget shortfalls receive the additional allocation (funding subject to approval by City Manager).
 - b. That additional CDBG funds not needed for the above purposes be allocated to other eligible projects as determined by City Council.

RECOMMENDED MOTIONS:

1. That the Community Development Block Grant Advisory Committee recommend to the City Council for approval:
 - a. Adoption of the 2010-11 Community Development Plan as set forth in this report (or as amended); and
 - b. Adoption of the 2010-11 Community Development Program including CDBGAC recommended projects in priority order, and at specified dollar amounts, per the recommendations set forth in this report (or as amended).
2. That the Committee direct the Secretary (CDBG Administrator) to transmit the minutes of the December 16, 2009 meeting to each of the members of the Committee Development Block Grand Advisory Committee, and to authorize the Chairperson to sign the minutes as prepared, or as modified, based on changes as requested by members and accepted by the Chair.

Countdown Pedestrian Signals

List of Prioritized Intersections

	Proposed Intersections	Signals Required
1.	Culver Boulevard and Elenda Avenue	8
2.	Washington Boulevard and Elenda Avenue	4
3.	Overland Ave @ Braddock Dr. *	8
4.	Overland Ave. @ Franklin Dr. *	8
5.	Jefferson Boulevard and Duquesne Avenue	8
6.	Washington Boulevard and Helms Ave *	4
7.	Washington Boulevard and Wade Street	10
8.	Washington Boulevard and Rosabelle Street	4
9.	Washington Place and Zanja Street	2
10.	Washington Boulevard and Washington Place	4
11.	Washington Boulevard and Hughes Avenue	8
12.	Washington Boulevard and Inglewood Boulevard	8
13.	Washington Boulevard and Centinela Avenue	8
14.	Washington Boulevard and Grand View Boulevard	8
15.	Washington Boulevard and Redwood Avenue	8
16.	Washington Boulevard and Beethoven Street	8
17.	Washington Boulevard and Sawtelle Boulevard	8
18.	Washington Place and Sawtelle Boulevard	8
19.	Culver Boulevard and Madison Avenue	8
20.	Washington Boulevard and Girard Avenue	8
21.	Washington Boulevard and Culver Center	8
22.	Washington Boulevard and La Cienega Boulevard	8
23.	Jefferson Boulevard and Kinston Avenue	8
24.	Jefferson Boulevard and Cota Street	8
25.	Sepulveda Boulevard and Sawtelle Boulevard	8

* Intersections identified subsequent of the original submission of the list to CDBG committee