

MEETING DATE: January 12, 2009

AGENDA ITEM: Public Hearing Regarding (1) Allocation of 2009-10 Community Development Block Grant (CDBG) Funds and (2) Adoption of Resolution Authorizing the Filing of the 2009-10 Application for Funding from the CDBG Program.

ATTACHMENTS

- | | |
|--|-------|
| 1. Proposed Resolution authorizing the filing of the City's 2009-10 CDBG application. | 1-3 |
| 2. Minutes of the CDBG Advisory Committee Public Hearing conducted on December 17, 2008. | 4-8 |
| 3. Committee funding recommendations for FY 2009-10. | 9 |
| 4. Information provided to CDBGAC. | 10-45 |

1 RESOLUTION NO. 2009-R_____

2
3 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
4 CULVER CITY, CALIFORNIA, AUTHORIZING THE FILING OF
5 AN APPLICATION FOR THE FEDERAL ASSISTANCE
6 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM AS
7 PART OF THE LOS ANGELES URBAN COUNTY – INCLUDING
8 PROGRAM CERTIFICATIONS (2009-2010)

9 WHEREAS, the City of Culver City, a municipal corporation within the State of
10 California, operating under a Charter filed in the office of the Secretary of State June 30,
11 2006, possess legal authority to apply for Federal Assistance under the Community
12 Development Block Grant Program; and

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

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

18 1. In compliance with State CEQA Guidelines, Section 15300, et seq., it is
19 determined that the project activities for the 2009-2010 program year are categorically
20 exempt activities.

21 2. The objectives for the conduct of the 2009-2010 Community
22 Development Program are as follows:

23 A. To stabilize and preserve existing residential neighborhoods,
24 preventing and eliminating blight by improving supportive public facilities.

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

27 3. The projects and dollar amounts in order of priority for 2009-2010,
28 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 2009-2010 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 _____, 2009.

SCOTT MALSIN, Mayor
City of Culver City, California

ATTEST:

APPROVED AS TO FORM:

MARTIN R. COLE
City Clerk



CARL A. SCHWAB
for City Attorney

EXHIBIT "A"

CDBG FY 2009-10 PROJECT REQUESTS

ESTIMATED 2009-10 CDBG GRANT ALLOCATION IS \$305,516.

<u>Priority</u>	<u>Project Title</u>	<u>Rec. Funding</u>
1.	Transfer to Sec. 108 Payment	\$ 180,850
2.	General Administration at 10% of Allocation	\$ 30,350
3.	Public Service at 15% of Allocation	\$ 45,527
4.	Renovation of Veterans Memorial Playground	\$ 46,789
TOTAL CDBGAC RECOMMENDATIONS:		\$ 303,516

MINUTES

COMMUNITY DEVELOPMENT BLOCK GRANT ADVISORY COMMITTEE (CDBGAC)

PUBLIC HEARING #1

WEDNESDAY, DECEMBER 17, 2008

Dan Patacchia Room, Culver City City Hall

Chair Taylor convened the CDBGAC (the "Committee") called the meeting to order at 7:01 P.M. on December 17, 2008.		Call to Order
The Committee opened the meeting with a moment of silence to honor and remember those in uniform who are serving our country around the globe, as well as service member families.		Pledge of Allegiance
The audience joined the Committee in the Pledge of Allegiance to the Flag of the United States of America.		
Present: <u>CDBGAC</u> Vernon Taylor, Chairman (Advisory Committee of Redevelopment) Vicki Daly Redholtz, Vice Chairman (PRCS Commission) Jacob Harris (Teen Center – Member) Linda Frost, (Planning Commission - Member) Martha Gunther (Culver City Homeowners Association - Member) Robyn Tenesap (Disability Advisory Committee – Member) John Kuechle, (Planning Commission - Alternate) Joel Forman (Advisory Committee of Redevelopment - Alternate) Brianna Saez (YMCA – Youth in Government – Alternate) Absent: - Anita Shapiro, PRCS Commission - Barbara Effros-Schwartz, Disability Advisory Committee <u>Staff</u> Kriss Casanova, Economic Development Manager/CDBG Administrator Michael Pasternak, Management Analyst Armando Abrego, Disability Services Manager Patrick Reynolds, Parks Manager Darren Uhl, Disability Services Specialist Hong Wang, Senior Civil Engineer No community members, Culver City residents or business owners attended.		Roll Call

Chair Taylor commended Staff on its community outreach efforts, and then commenced the Public Hearing by asking for the Secretary's Report. Kriss Casanova, CDBG Administrator / Economic Development Manager, presented the Secretary's Report to the Committee. Ms. Casanova introduced Staff working on CDBG, provided an overview of the CDBG program, Staff's proposed projects for FY 2009-2010, and the program's administrative constraints; the audience was also notified that the Committee's role was to prioritize projects with specified dollar amounts.		Secretary's Report
Moved by Ms. Redholtz, seconded by Mr. Harris and unanimously carried that the Secretary's Report as of December 17, 2008, be received and filed.		
Chair Taylor opened the Hearing up for public comment and questions for Staff.		Public Hearing open
Mr. Forman asked what the most efficient number of projects would be. Ms. Casanova responded that the Committee should put efficiencies aside and focus on what they thought was best for the community, but that it was important that the project be feasible to complete.		
Ms. Redholtz asked whether the Loop System project could be installed in City Council Chambers only. Mr. Abrego recognized that the project was requested by the Disability Advisory Committee and spoke to the challenges Staff has faced in receiving installation cost estimates for the System. Mr. Abrego acknowledged that Staff could not find such a system in use anywhere in the Los Angeles region.		
Ms. Redoltz asked what funding was in place for the Vets Playground project and whether it could be accomplished with partial CDBG funding. Mr. Reynolds initially responded that Staff would move forward once 100% of funding was in place, but later retracted that statement and concluded that a phased approach to building the playground was feasible. Mr. Abrego responded that, with CDBG monies included, the Playground would have an estimated \$160,000 in funding.		
Chair Taylor questioned whether the proposed Vet's Playground project would take away from existing open-space, and whether it would be made of "green" materials. Mr. Reynolds responded that little open space need be reclaimed and that all equipment would be made of sustainable materials.		
Mr. Harris asked how long the Vets Playground project would take to complete and when it would need its next renovation. Mr. Reynolds responded that the Playground will take 6-8 weeks to build with a 15-25 year lifetime.		
Ms. Redholtz asked if the Vets Playground project has community support.		

Mr. Reynolds responded that the Great Parks Association participated in the concept and committed to help fund it, and that the design phase will include public participation.		
Ms. Frost questioned why the Parks, Recreation and Services Department had revised its initial estimate for the Vets Playground project from \$500,000 to \$350,000. Mr. Reynolds responded that Staff knows of similar scale projects completed for \$350,000.		
Mr. Forman asked how many Culver City Parks have this type of equipment and why concentrate on Vets and not other playgrounds. Mr. Reynolds informed the Committee that Parks had performed a City-wide playground audit, and that Vets deserved first consideration because of its visibility, inaccessibility, and outdated materials.		
Ms. Tenesap commented that she had visited the areas where Public Works proposed its projects and that she didn't find the conditions of those areas too bad. Ms. Tenesap thought that the Public Works' projects were limited in scope, while the Vets Playground benefitted all.		
Mr. Kuechle commented that the last CDBG project to get cut from FY 2008-2009 was the Atlantic and Boise Ave. Street Trees project. Mr. Kuechle encouraged the Committee to recommend the project for this year's funding cycle because of its long-term benefit.		
Chair Taylor called for Public Works to present its projects. The Chair asked in relation to the proposal for Street Trees about reaching out to the Boy Scouts or other non-profit organizations. Mr. Wong gave an overview of Public Works' project proposals and promoted the pedestrian signals as the best project due to savings with City staff being able to install the signals, flexibility to work with funding and a quick turn around period.		
Ms. Frost asked what the impetus was for the Pedestrian Signal Crosswalks project. Mr. Wang responded that the signals were needed at busy intersections, especially those with bus stops, based on Engineering Division recommendations.		
Mr. Forman commented that an earthquake will destroy a lot of sidewalks and that local service clubs such as the Exchange Club also do tree plantings.		
Chair called for presentation regarding the Disability Services Coordinator position. Mr. Uhl ran through various projects and services offered by the Disability Services Coordinator.		
Chair asked for any written or electronic public comments. No comments were recorded.		

Moved by Ms Gunther, seconded by Ms. Redholtz and unanimously carried that the Public Hearing be closed to further public comment.		Motion to close Public Hearing.
Moved by Mr. Harris, seconded by Ms. Tenesap and unanimously carried that the Committee approve the allocation of CDBG funds for the Section 108 loan repayment, General Administration, and Disability Services Specialist projects.		Motion to approve Section 108 Loan Repayment, General Administration, and Disability Services Specialist projects.
Ms. Redholtz commented that the PRCS Department is the first to receive budget cuts and that the parks provide a regional service; designated Vets Playground project as highest priority and suggested that all CDBG money go towards the Playground. Mr. Harris commented that parks project will beautify the City; designated Vets Playground project as highest priority and suggested that all CDBG money go towards the Playground. Ms. Frost commented that the Parks project stretches dollars and serves the greatest number of community members; designated Vets Playground project as highest priority and suggested that all CDBG money go towards the Playground.		
Ms. Casanova suggested that the Committee and Staff consider phasing of the Vets Playground project before voting on recommendations. Mr. Abrego asked for creative control in how project phasing should be implemented.		
Mr. Harris prioritized: 1. Playground, 2. Street Trees, 3. Sidewalks , 4. Crosswalks Ms. Redholtz prioritized: 1. Playground, 2. Street Trees , 3. Crosswalks, 4. Sidewalks Ms. Tenesap prioritized: 1. Playground, 2. Street Trees , 3. Crosswalks and Sidewalks divide the money Ms. Frost prioritized: 1. Playground, 2. Street Trees , 3. Crosswalks Mr. Taylor prioritized: 1. Playground, 2. Crosswalks 3. Street Trees		
Moved by Ms. Redholtz, seconded by Mr. Harris, opposed by Mr. Taylor,		Motion to

Minutes of Community Development Block Grant Advisory Committee
December 17, 2008

and passed by acclamation that the Committee recommend all CDBG money for FY 2009-2010 be put towards the Playground project, with funding for Street Trees as the 2 nd priority and Crosswalks as 3 rd priority.		allocate entire FY 2009-2010 funding to Vets Playground project.
Moved by Ms. Gunther, seconded by Mr. Harris and unanimously carried that the Committee accept Staff's recommended motion that an increase in CDBG allocation be programmed as follows: a) That the 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.		Motion to accept Staff's FY 2009-2010 CDBG Program
Moved by Ms. Redholtz, seconded by Ms. Gunther and unanimously carried that the Committee accept transmitted copy of the minutes.		Motion to accept transmitted copy of minutes.
Ms. Casanova thanked the Committee and wished them Happy Holidays. Chair Taylor voiced his well wishes to both the Staff and Committee.		
Moved by Ms. Redholtz, seconded by Ms. Gunther and unanimously carried that the meeting be adjourned at approximately 9:05 P.M.		Adjournment.

Respectfully Submitted:

Kriss Casanova
Community Development Block Grant Administrator

Accepted by:

Mr. Vernon Taylor, Chair
CDBG Advisory Committee

CDBG FY 2009-10 PROJECT REQUESTS

1. ESTIMATED 2009-10 CDBG GRANT ALLOCATION

- Estimated \$303,516.

2. FISCAL YEAR 2009-10 PROJECT REQUESTS

- The Public Service funding maximum is 15% of the annual allocation, or \$45,527.
- The General Administration funding maximum is 10% of the annual allocation, or \$30,350.

PROJECT TYPE	PROJECT	FUNDING REQUESTS
Council Commitment	Annual repayment for \$2 million Section 108 Loan for Senior Center Project	\$180,850
CDD/Priority/Administration	General Administration for CDBG (10% of allocation maximum)	\$30,350
Public Service	Disability Services Staff	\$45,527
Subtotal:		\$256,727

The Following Projects are listed in priority order

Priority #1	Renovation of Veterans Memorial Park	\$46,789
Priority #2	Boise & Atlantic Ave. Street Tree Installation	\$12,960
Priority #3	Countdown Pedestrian Signals	\$48,400
Priority #4	Sidewalk Replacement	\$45,300
Capital Subtotal:		\$153,449

TOTAL REQUESTED FUNDING (Priority, Public Service, Capital)	\$410,176
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FUNDING AVAILABLE:

Estimated 2009-10 CDBG Allocation:	\$303,516
Section 108 Loan Payment:	\$180,850
Public Service Maximum:	\$45,527
Administrative Maximum:	\$30,350
Capital Projects:	<u>\$46,789</u>

TOTAL: **\$303,516**

Culver CITY

PUBLIC INFORMATION REPORT

for

Community Development Block Grant (CDBG) Program Fiscal Year 2009 - 2010

Community Development Block Grant (CDBG) Program
Preparation of the 2009-10 Culver City Community Development Plan for Federal CDBG funding, Title I of the 1974 Housing and Community Development Act, as amended.

A public hearing will be held by the Culver City Community Development Block Grant Advisory Committee to obtain public comments and/or suggestions on how to allocate the City's **projected estimated 2009-10 CDBG allocation of \$303,516**. The City has committed \$180,850 for the 2009-10 scheduled payment for the \$2 million Section 108 Loan on behalf of the Senior Center Construction Project. The resulting 2009-10 Culver City CDBG balance is an estimated **\$122,666**

The **Public Hearing** will be held:

December 17, 2008 at 7 pm

Culver City City Hall, 9770 Culver Boulevard

Dan Patacchia Conference Room, First Floor

(Parking entrance off Duquesne Avenue)

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 2009-10 allocation, which is estimated to be \$45,527. 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.

In light of pre-existing City priorities, the City Council has decided that it is not feasible to use CDBG funds for private non-profit agencies' programs.

Those who prefer to submit **comments in writing** may do so by **December 15, 2008**. Write to:

Kriss Casanova, 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.

* 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.

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-four (34) 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 2009-10 (subject to federal funds being available).

The City of Culver City has received funds from each of the thirty-four (34) funding cycles. To date, the City has been awarded allocations of Block Grant funds as follows:

<u>Application Year</u>	<u>Program Year</u>	<u>Funds Approved</u>
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
TOTAL		\$ 11,531,294

Highlights of the City's thirty-four (34) years of participation in the CDBG program include:

1. Upgrading of street lighting and/or reconstruction of neighborhood streets in East Culver City in support of the Neighborhood Preservation Program;
2. The development of a new Senior Center that serves over 4,000 seniors per year;
3. Implementation of an Advisory Committee on Redevelopment Program (low interest home improvement loans) Citywide;
4. Installation of curb cuts for the handicapped/wheelchair users, which will now be installed Citywide;
5. Construction of cul-de-sacs on previously dead-end streets from Helms to Sentney Avenues;
6. 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;
7. Construction of a stormdrain on Jacob Street between Helms and Sentney Avenues;
8. Establishment of City Coordinators for Services to the Disabled; and for Youth Services (for counseling, referral for at-risk youth);
9. Provide in-fill street trees in East Culver City;
10. Provide funding for non-profit projects benefiting the disabled;
11. Provide partial funding for the City Paratransit Program for the transportation handicapped;
12. Set aside for future East Culver City Public Improvement Project;
13. Residential Water Conservation Retrofit Rebate Program for Low-to-Moderate Income Culver City Residents;
14. Provide a part-time Instructor Regarding Adaptive Computer Equipment Training for the Disabled;
15. Provide funding for the Culver City Housing Programs Family Self-Sufficiency (job skills) Program;
16. Construction of the Culver City Unified School District Youth Health Center Expansion Project.

Of the total \$11,531,294 allocated to date, funds have been used and/or are targeted for use as follows:

<u>AMOUNT</u>	<u>DESCRIPTION OF CDBG ACTIVITIES</u>
\$115,000	Repairs and improvements to the Senior Citizen's Center (completed).
\$2,261,480	To support the ongoing Advisory Committee on Redevelopment Program. Through CDBG funding, 351 residential units have been improved through this program (partial East Culver City project). This program is currently being funded by the Culver City Redevelopment Agency.
\$256,283	For construction of the Jacob Street Stormdrain Project. This capital improvement project is also partially funded by the City (completed) (East Culver City project); Jacob St. slurry project (in process).
\$150,000	McManus area cul-de-sacs and greenbelt. This project is in support of the Neighborhood Preservation Program effort in East Culver City (completed) (East Culver City project).
\$468,137	Citywide curb cuts (completed)
\$824,661	General Block Grant administration/accounting and audit costs. Also included are citizen notification/participation support costs and fair housing services (on-going).
\$404,881	Jacob Street area street improvement, (completed): parts of Jacob Street, Roberts Avenue, and Sentney Avenue (completed). (East Culver City project).
\$248,634	Jacob Street area street improvements: parts of Roberts and Reid Avenues (completed). (East Culver City project).
\$235,979	McManus Avenue street reconstruction (completed) (East Culver City project)
\$89,039	Part-time Youth Services Coordinator (including part-time clerical support, office supplies) first funded 1994-95. (Public Service)
\$15,000	Provide in-fill street trees in East Culver City in support of CDBG neighborhood preservation program (completed). (East Culver City project).
\$211,679	Handicapped Set-Aside/Barrier Reduction. This project provides funds to implement Council-approved projects recommended by the ad hoc 504 Committee on accessibility of City program plus additional project recommended by the Coordinator of Services to the Disabled and the Disability Advisory Committee (completed).
\$172,797	Additional Barrier Reduction work at City-owned facilities including traffic signals for the blind at three Washington Boulevard intersections and two Culver Boulevard Intersections; a screen enlarger for the Senior Citizens Center and accessible picnic tables for the disabled at several City parks (completed); five automatic doors at Veterans' Memorial Building including the entryway (completed); three (3) audible traffic signals (completed).
\$990,874	City Coordinator Services to the Disabled. This position has been serving the City since 1984 (on-going Public Service)
\$33,221	Private non-profit projects benefiting the disabled (completed).
\$31,000	Exceptional Children's Foundation Joint Accessible Restroom Project with County of Los Angeles at Culver City facility (completed).
\$65,959	Partial funding of City Paratransit Program for the transportation handicapped (completed)

\$220,682	Accessible features of Culver City Park Neighborhood Park Tot Lot (completed) and Nature Trail (completed).
\$948,084	Continuing Jacob Street area street improvements (Caroline Street and Fay Avenue (completed); street light upgrade for Wesley, Helms and Schaeffer streets (completed); Cattaraugus Avenue Street improvements (completed); Helms Avenue, Phase I (in execution) (East Culver City projects).
\$20,000	Residential Water Conservation Retrofit for Low/Moderate income households (completed). Currently being funded by Culver City Redevelopment Agency.
\$101,970	Adaptive Computer Equipment for a Training Program for the Disabled (includes minor project software; Public Service).
\$416,868	Americans with Disabilities Act (ADA) compliance projects as selected by the 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, and countdown pedestrian signals with additional audible traffic signals (completed).
\$50,000	Culver City Housing Programs Family Self-Sufficiency (job skills) Program. (Public Service)
\$1,473,305	Funding contribution to the new Senior Center Project through repayment of the Section 108 Loan. (ongoing)
\$139,000	Street Light Improvement Projects on Prospect Avenue, Matteson Avenue and College Avenue. (completed)
\$150,000	Construction of the Culver City Youth Health Center Expansion Project. (completed)
\$93,405	Street Light Improvement Project on Washington Boulevard.
\$58,292	Street Light Improvement Project on Sherbourne Drive. (in progress)

Projects and activities described above reflect the community development strategy of the City concerning these 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 no longer included in the CDBG public hearing process, the activities funded under NPP are continuing to be provided by the City Housing Programs staff under Agency funding. 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, and the stabilization of the residential neighborhoods in the eastern part of Culver City -- the preservation of existing housing 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 \$241,000 annually from the City's CDBG funding through August 2014 for this priority project.

Current (2008-09) 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
4. ADA Compliance for Pedestrian Islands on Jefferson Blvd. and Overland Ave.
5. ADA Compliance for Doors Veteran's Memorial Building
6. Jacob St. Slurry Seal Project

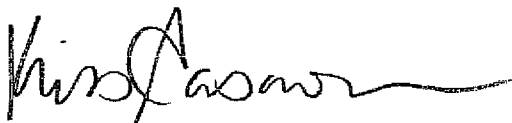
For planning purposes, the City is estimating \$303,516 in CDBG monies for the 2009-10 program; however, this may change when final HUD figures are released. A list of proposed projects for the FY 09-10 program is attached at the end of this report.

As required by Federal regulations, the public is hereby notified that 1) the 2009-10 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 34th 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 and Recreation 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 citizen review process is encouraged and appreciated.

Thank you,



Kriss Casanova
Economic Development Manager

Culver CITY

INTEROFFICE MEMORANDUM

DATE: October 27, 2008

TO: Sol Blumenfeld, Community Development Director
Jeff Eastman, Fire Chief
Charles Herbertson, Public Works Director
Bill LaPointe, Parks, Recreation and Community Services Director

FROM: Kriss Casanova, Economic Development Manager

SUBJECT: FY 2009-010 CDBG Project Requests

CC: Jerry B. Fulwood, City Manager

In preparing for the CDBG Advisory Committee (CDBGAC) orientation meeting, please have your project managers forward me project requests on behalf of your department for FY 2009/2010. The project requests should take the form of a memo addressed to the CDBG Advisory Committee. The memos should be sent to me no later than **November 10, 2008**. The project memos should include the street address, nature of work to be done, and who will execute the project (staff or contractor). Also, include a cost estimate and matching funds, which covers 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 2008-09, Culver City received \$303,516. \$188,809 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 2008-09:

Funding for FY 2008-09

Culver City's 2008-2009 Allocation:	\$ 303,516.00
Additional, unallocated funds from 2007-2008:	\$ 0.00
Total Funding Available	\$ 303,516.00

Projected Expenditures for FY 2008-09

1 Transfer to Sec. 108 Repayment	\$ 188,808.00
2 General Administration	\$ 30,351.00
3 Disability Services Specialist	\$ 45,527.00
4 ADA Pedestrian Islands	\$ 10,000.00
5 ADA Doors Veteran's Memorial Building	\$ 18,829.00
6 Jacob St. Slurry Seal Project	\$ 10,000.00
Total Expenditures	\$ 303,515.00

Reserves	\$ 1.00
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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 2009. 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 you in preparing your request.

Should you have any questions, please do not hesitate to contact me at ext. 5769.

ATTACHMENT A: CDBG FUNDING ELIGIBILITY REQUIREMENTS

CDBG FUNDING ELIGIBILITY: PUBLIC INFRASTRUCTURE

Over the three year period FY 2007-08 through FY 2009-10, 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 2008-09, the entire estimated funding allocation of \$303,516 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 2008-09, the City's Section 108 Loan repayment was \$188,808.

- ***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 2009-10 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 \$30,351 for FY 2008-09 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 \$45,527 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

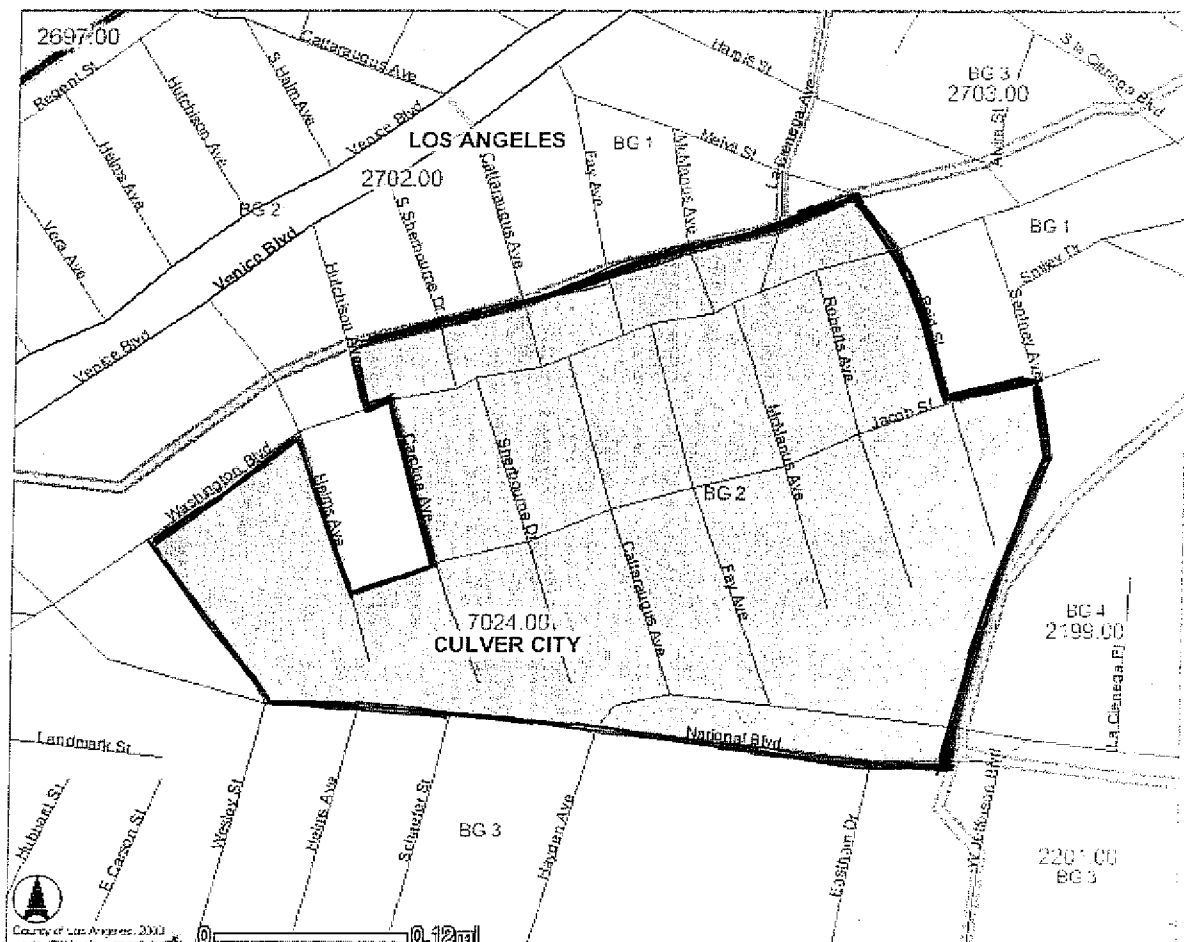
(persons/neighborhoods earning $\leq 80\%$ of County median income)

LEGEND:

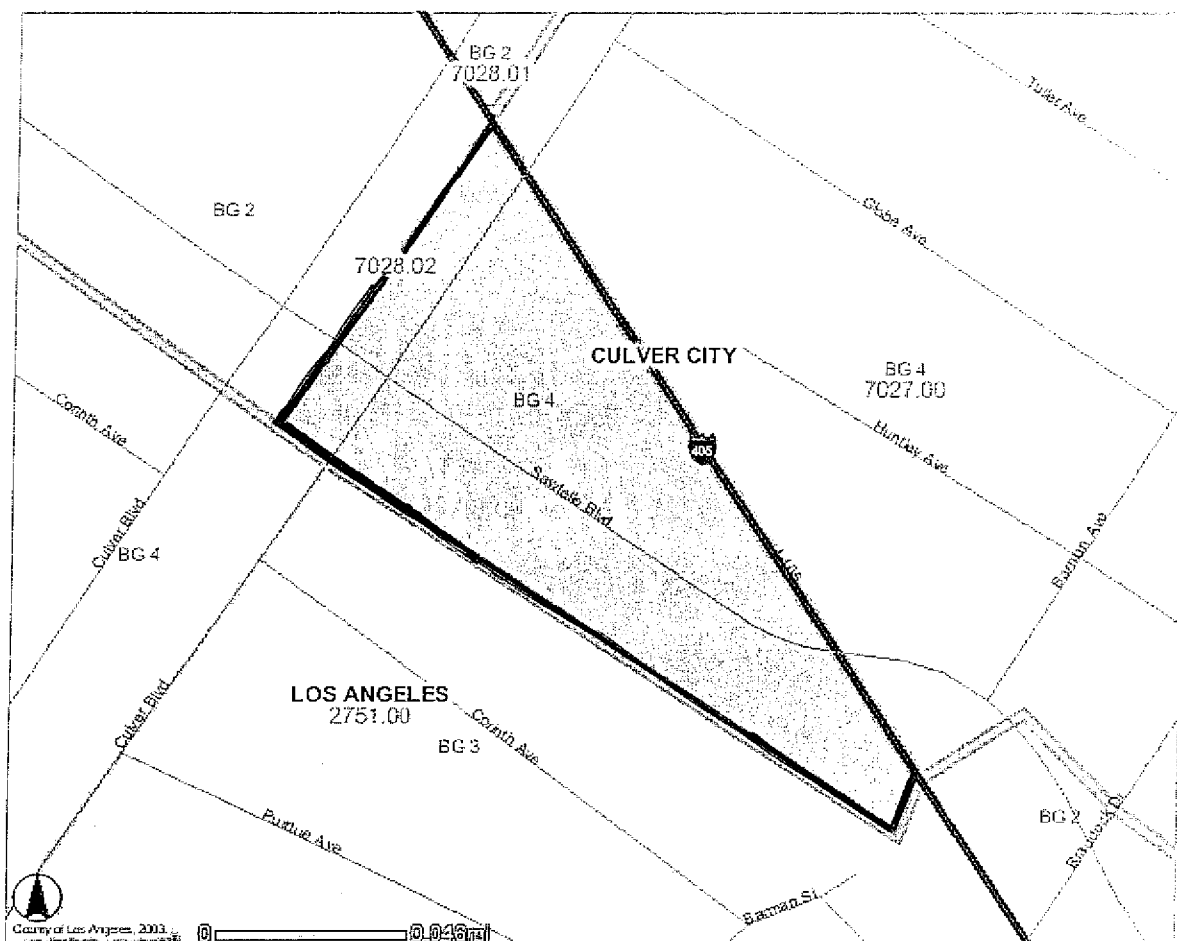
-- CDGB eligible area

-- City grounds (ineligible areas)

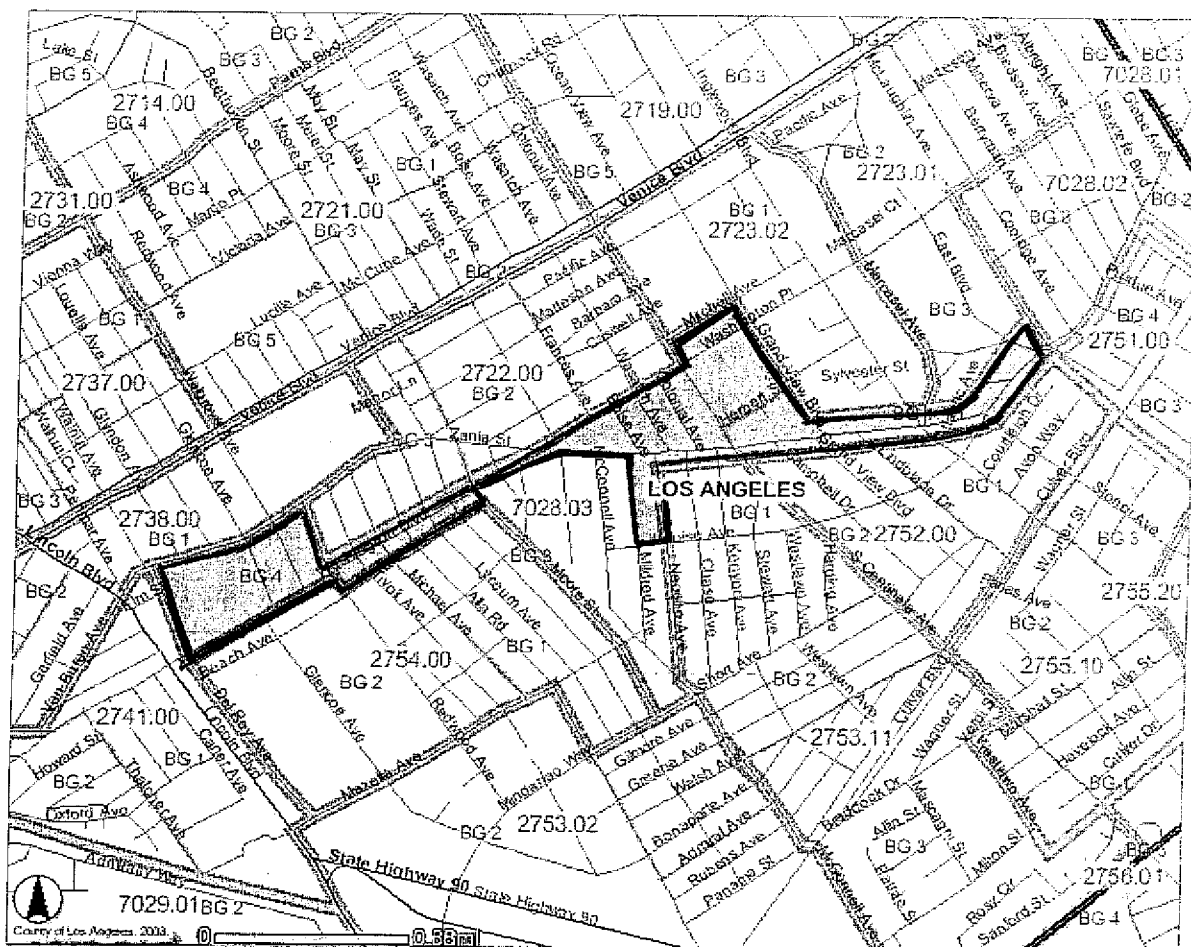
Census Tract 7024.00, Block Group 2



Census Tract 7028.02, Block Group 4



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



**AGENDA
CITY OF CULVER CITY
COMMUNITY DEVELOPMENT BLOCK GRANT ADVISORY COMMITTEE
(CDBGAC) PUBLIC HEARING**

**Wednesday, December 17, 2008
7:00 p.m.**

**CULVER CITY CITY HALL, 9770 CULVER BOULEVARD
DAN PATACCHIA CONFERENCE ROOM
Parking Access from Duquesne Avenue
City Hall is Accessible to Disabled Persons**

- I. Call to Order
 - A. Pledge of Allegiance
 - B. Roll Call
 - C. Secretary's Report
 - Pursuant to Government Code Section 54454.2, CDBGAC Secretary has posted the Agenda for tonight's meeting.

Recommended Motion:

That the Community Development Block Grant Advisory Committee (CDBGAC) receives and files the Secretary's Report regarding posting of the agenda for the meeting, and receive and file the affidavits of publication for the hearing.

- II. Public Hearing for Consideration of Projects to be Recommended to the City Council for 2009-10 Community Development Block Grant (CDBG) Funding.
- III. Other Business
- IV. Audience Participation
- V. Adjournment

CDBGAC Membership, 2009-10 CDBG Program

MEMBERS	AFFILIATION	ALTERNATES	AFFILIATION
Vernon L. Taylor, Jr.	Advisory Committee on Redevelopment	Joel Forman	Advisory Committee on Redevelopment
Vicki Daly Redholtz	Parks, Recreation, and Community Services Commission	Anita Shapiro	Parks, Recreation, and Community Services Commission
Linda Smith Frost	Planning Commission	John Kuechle	Planning Commission
Martha Gunther	Culver City Homeowners Association		
Robyn Tenensap	Disability Advisory Committee	Barbara Effros-Schwartz	Disability Advisory Committee
Jacob Harris	YMCA, Youth in Government	Brianna Saez	

PUBLIC HEARING PROCEDURES
CDBG Advisory Committee (CDBG)

1. The Public Hearing date was advertised as required by law and posted at various places in the City.
2. A quorum of CDBGAC members and/or alternates must be present to conduct the meeting.
3. Kriss Casanova forwards packets, including the agenda, for the Public Hearing to CDBGAC members and alternates in advance; members and/or alternates call Kriss at (310) 253-5769 with any questions regarding projects, staff report or procedure.
4. At the scheduled Public Hearing, the Chair calls the meeting to order and follows the agenda for items and motions, including the Pledge of Allegiance, Roll Call and the Secretary's Report regarding posting of the agenda for the meeting.
5. The Chair calls for a staff report from Kriss Casanova, and then asks the Committee if they have questions for Kriss who will call on other staff present as appropriate to respond to CDBGAC member's questions.
6. The Chair **Declares the Public Hearing to be open and invites the public** to address the Committee. Members of the public or City staff who wish to address the CDBGAC will come forward.
7. After the Chair is satisfied that all who wish to be heard have had a reasonable opportunity to do so, the **Chair asks for a motion from any member, second and then calls for the vote to close the Public Hearing.**
8. The Chair asks the Committee to discuss the matter thoroughly and arrive at the recommendations to be forwarded to City Council. Members may address additional questions through the Chair, to Kriss Casanova or others present to assist in their deliberations.
9. The Committee members **select and prioritize projects at specific dollar amounts** and vote on motion(s) to recommend those selections, and related CDBG funding policies, to Council.
10. The Chair then asks if any Committee member wishes to make any additional recommendations to Council concerning the CDBG program.
11. (a) The Chair then asks the Committee to vote on the motion authorizing staff to forward the meeting minutes to all CDBGAC members who will call Kriss Casanova with any corrections or additions to the minutes, and authorizing the Chair to approve and execute the final minutes;

OR

(b) If the above motion is not approved, the Chair schedules a meeting for the CDBGAC to review and approve the minutes in time for the approved minutes to be included in the Council packets for the second CDBG hearing, which is scheduled for January 12, 2009.

Culver CITY

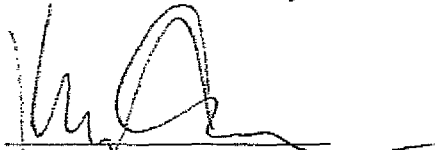
COMMUNITY DEVELOPMENT DEPARTMENT

SECRETARY'S REPORT

The publication for the December 17, 2008 Public Hearing of the Community Development Block Grant Advisory Committee was published in the Culver City News on December 4, 2008 and December 11, 2008, mailed to Culver City Homeowner's Associations and emailed to all subscribers to the Master Notification List. The CDBG Public Information Report was made available at the following locations: the Culver City Julian Dixon Library, the City Clerks Office, the Senior Center, and the Community Development Department's Housing Division.

I declare under penalty of perjury that the foregoing is true and correct.

Executed this 17th Day of December 2008, in Culver City, California.



Kriss Casanova
Secretary

PROOF OF PUBLICATION

(2015.5 C.C.P.)

STATE OF CALIFORNIA,
COUNTY OF LOS ANGELES

I am a citizen of the United States and a resident of the County aforesaid; I am over the age of eighteen years, and not a party to or interested in the above-entitled matter.

I am the principal clerk of the printer of the

Culver City News

a newspaper of general circulation, printed and published **weekly** in the City of **Culver City**, County of Los Angeles, and which newspaper has been adjudged a newspaper of general circulation by the Superior Court of the County of Los Angeles, State of California, under the date of **April 24, 1980**, Case Number **315458**; that the notice, of which the annexed is a printed copy (set in type not smaller than nonpareil), has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to-wit:

Publish
CCN 1895-08
Publish Nov. 13, 20, 2008

all in the year 2008.

I certify (or declare) under penalty of perjury that the foregoing is true and correct.

Dated at **Los Angeles**, California,

this 4th day of Dec, 2008.

Signature

Culver City News
4351 Sepulveda Blvd.
Culver City, CA 90230
(310) 437-4401 ext. 230 Fax (310) 391-9068

**PUBLIC NOTICE
CITY OF CULVER
CITY**

NOTICE OF PUBLIC HEARING ON THE ALLOCATION OF COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS FOR 2009-10 FOR THE CITY OF CULVER CITY CALIFORNIA

NOTICE IS HEREBY GIVEN that on Wednesday, December 17, 2008, at 7:00 P.M. the Culver City Community Development Block Grant Advisory Committee (CDBGAC) will conduct a Public Hearing in the Dan Patacchia Conference Room in City Hall, First Floor off the elevator lobby, 9770 Culver Boulevard, Culver City, parking entrance off of Duquesne Avenue; City Hall is accessible to the disabled. The public is invited to participate concerning:

Culver City's housing and community development needs and the allocation of federal funds from the City's estimated 2009-10 Community Development Block Grant, under Title I of the 1974 Housing Act, as amended. Grant funds to be available in fiscal year 2009-10 are estimated to be \$303,516.

The objectives of the Community Development Block Grant program are to assist in improving and conserving urban communities. Among eligible projects to be considered are:

Conserving residential neighborhoods through development of needed

public infrastructure and community facilities and assistance to the elderly and/or persons with disabilities including compliance with the federal Americans with Disabilities Act (ADA).

A report, including the City's previous allocations of Community Development Block Grant monies and the goals and objectives of the City for the Community Development Block Grant Program, is available at City Hall, in the City Clerk's office, first floor; Housing Division offices, second floor; the Culver City Senior Center, 4153 Overland Avenue; and at the Culver City Branch Library, 4975 Overland Avenue, Culver City, California.

Written comments from the public are invited. Send comments by December 15, 2008, to Kriss Casanova, Economic Development Manager, 9770 Culver Boulevard, Culver City, CA 90232. Further information can be obtained by calling Ms. Casanova at (310) 253-5769.

All interested Culver City residents and business persons are requested to participate. Persons with disabilities can call the Culver City Coordinator of Disability Services at (310) 253-6729 or TDD (310) 253-6735 to request a specific accommodation.

DATED: December 4 and 11, 2008.

BY ORDER OF THE
DEPUTY CITY CLERK
CITY OF CULVER

CITY, CALIFORNIA

Publish
Dec. 4, 11, 2008

Culver CITY

COMMUNITY DEVELOPMENT BLOCK GRANT ADVISORY COMMITTEE

COMMUNITY DEVELOPMENT BLOCK GRANT PUBLIC HEARING DECEMBER 17, 2008 AT 7:00 P.M.

DATE: December 12, 2008

TO: CHAIRPERSON AND MEMBERS OF THE ADVISORY COMMITTEE

THROUGH: Sol Blumenfeld, Assistant Executive Director
Todd Tipton, Redevelopment Administrator

FROM: Kriss Casanova, CDBG Administrator / Economic Development Manager
Michael Pasternak, Management Analyst

RE: Fiscal Year 2009-10 Community Development Block Grant Report

Project Description

Public hearing to obtain resident input on Community Development Block Grant ("CDBG") project proposals and to identify CDBG Advisory Committee (the "Committee") recommendations that will be presented to the City Council for implementation in Fiscal Year ("FY") 2009-10.

Introduction

Since 1988, the Culver City City Council (the "Council") has directed the Committee to conduct the initial CDBG public hearing, 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 12, 2009.

Tonight's hearing was legally noticed and posted in the Culver City News. A public information report was advertised as available at the Culver City Julian Dixon Library, Senior Center, the City Clerk's Office, and the City's Housing Division.

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 and Recreation 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 19, 2007, the Committee recommended projects for FY 2008-09 funding. The projects were approved by Council on January 14, 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. An update on the status of these projects is attached for your review. 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 project funding, which has an ongoing funding requirement.

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 the Fiscal Year 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 the 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 City's Housing Division, as has been done in the past.

FY 2009-10 Community Development Plan and Program

Staff recommends implementing the CDBG program for FY 2009-10 in order to:

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

Anticipated Funding for the FY 2009-10 CDBG Program

Staff estimates receiving \$303,516 in CDBG funding for Fiscal Year 2009-10. The City's final allocation amount will not be received until February 2009 or later, due to federal and Los Angeles County administrative procedures.

Culver City Funding Strategy

The City's policy is to first use its most restricted funds for public projects before using other funding sources, such as the General Fund. CDBG and other grant monies are typically the most restrictive funding sources due to them having expiration dates, as well as administrative and other requirements that limit their flexibility.

The 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 2009-10 (NOTE: except for construction projects, which can schedule over two year's time).

The City will obtain CDBG budget authority to implement projects beginning July 1, 2009. Cities that fail to meet the drawdown requirement will risk losing future funding.

Federal Funding Eligibility Requirements

Please see your Orientation packet for additional information on CDBG eligibility requirements.

1. For FY 2009-10, between 100 % and 70% 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 your Orientation notebook delineating the current eligible Census Tract/Block Groups.
2. Up to 30% of funding (approximately \$91,055) 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 2009-10 Projects Recommended by City Staff

Please see the packet attachments 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 Senior Center. As a result, \$180,850 of the City's 2009-10 CDBG funding is obligated for loan repayment.
- B. CDBG General Administration: This project provides reimbursement to the 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 the City's annual CDBG allocation. Based on the current funding estimate from the Los Angeles County Community Development Commission (LACDC), \$30,350 is the maximum funding available for this project in FY 2009-10.
- C. 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 \$45,527.
 - Renovation of the playground at Veterans' Memorial Park – This project proposes to renovate the playground at Veterans' Memorial Park. The Parks, Recreation and Community Services Department requests \$50,000 in CDBG money to be contributed to a total project budget of \$350,000.

- Purchase and Installation of Loop System: Proposed by the Disability Advisory Committee, this project would purchase and install a Loop System at the City Council Chambers and at Veterans Memorial Park Auditorium. The Loop System is an assisted listening device that allows individuals with hearing aides to hear the signal coming from a centralized intersection microphone.

PRIORITY	PROJECT	AMOUNT
#1	Disability Services Specialist (salary and benefits)	\$45,527
#2	Vets Playground	\$50,000
#3	Purchase and Installation of Loop System	\$12,000
	TOTAL:	\$107,527

D. Public Works Department Recommendations: The Public Works Department, Engineering Division, has made the following recommendations for 2009-10 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. Therefore, 176 countdown pedestrian signals are needed for the 23 intersections. Public Works staff will perform the installations.
- Sidewalk Replacement: This project will remove and replace uplifted or damaged sidewalks on Colonial Avenue between Washington Place and Washington Blvd., Wasatch Avenue between Washington Place and Washington Blvd., and Boise Avenue between Washington Place and Washington Blvd.
- Boise Avenue and Atlantic Avenue Street Tree Installation Project: Staff is proposing six (6) new street trees along the eastside of Boise Avenue and six (6) new street trees along Atlantic Avenue.

PRIORITY	PROJECT	AMOUNT
#1	Countdown Pedestrian Signals	\$48,400
#2	Sidewalk Replacement	\$45,300
#3	Boise and Atlantic Avenue Street Tree Installation Project	\$12,960
	TOTAL:	\$106,660

- E. Public Comments: No public comments have been received at this time. If there are any public comments received after the preparation of the staff report, they will be presented at the public hearing.

FY 2009-10 CDBG Program Funding Options and Recommendations

The City estimates receiving \$303,516 in CDBG funding for 2009-10. The anticipated allocation is insufficient to fund all projects as requested for the program year. City Council requests that the Committee conduct this evening's public hearing to consider public input on all eligible projects, as well as additional information presented by City staff. The Committee is charged with recommending to City Council a list of projects to fund in FY 2009-10 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 \$122,666 in CDBG funds for projects in the FY 2009-10 (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 2009-10 and the balance from anticipated 2010-11 CDBG monies. The Committee may also recommend funding subject to additional information/documentation submitted for the City Council public hearing on January 12, 2009.
- B. Funding Recommendations:
1. Staff recommends that the Committee anticipate a funding shortfall (i.e. less than the expected \$303,516) 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 2009-10 Community Development Plan as set forth in this report (or as amended); and
 - b. Adoption of the 2009-10 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 17, 2008 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.

Culver CITY

INTEROFFICE MEMORANDUM

DATE: November 27, 2008
TO: CDBG Advisory Committee
FROM: Kriss Casanova, Economic Development Manager/CDBG Administrator
SUBJECT: 2009-10 CDBG Request for General Administration Funding: \$30,350
CC:

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	\$26,550
Accounting Audit	\$3,500
<u>Public Information</u>	<u>\$300</u>

Total 2008-09 CDBG Funding Request**\$30,350**

Culver CITY

INTEROFFICE MEMORANDUM

DATE: November 10, 2008
TO: Community Development Block Grant Advisory Committee
FROM: Armando Abrego, Senior and Social Services Manager
SUBJECT: Parks Recreation & Community Services Department Requests for FY 2009/2010 CDBG Proposal

The Parks, Recreation and Community Services Department has two items to submit for FY 2009/2010 CDBG funding, which is as follows:

- Senior & Social Services Division Staff- Disability Services Specialist

The Disabilities Services Specialist position has received CDBG funding for the past 24 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 \$45,527 in CDBG funding equal to the amount requested the previous year.

- \$50,000 in CDBG Funding for the renovation of the playground in Veterans' Memorial Park.

Need: Currently the playground only has equipment for children under 5 years of age and no equipment suitable for children 6-12 years old. Most of the apparatus are in need of replacement and there is an obvious need for playground apparatus for children 6-12 years. Also, the equipment currently in place is not accessible to all.

Vision: It is the neighborhood's and City's vision that, since Veterans' Park is a primary focal point of the community, it should provide recreation and enjoyment for children birth through 12 years for young people of all abilities. As a part of this vision, the community is focused on a playground that is 'universally accessible.'

The preliminary costs for the project is \$500,000 of which the City has received a grant from Los Angeles County for \$82,340 and the City is able to contribute 18,808 from Prop 40 RZH.

Culver CITY

INTEROFFICE MEMORANDUM

DATE: December 10, 2008
TO: Community Development Block Grant Advisory Committee
FROM: Armando Abrego, Senior and Social Services Manager
Patrick Reynolds, Parks Manager
SUBJECT: 2009-2010 Proposed CDBG Project- Veterans Memorial Park Playground Background Information
CC: William La Pointe, Director PRCS
Patricia Mooney, Senior Management Analyst

The Parks, Recreation and Community Services Department has proposed a \$50,000 allocation from the FY 2009/2010 CDBG Funding for the renovation of the playground in Veterans' Memorial Park. As requested by the CDBG Advisory Committee, the following information will provide a better overview of the project.

Background:

The existing playground has equipment for children 2 to 5 years of age and no equipment suitable for children 6-12 years old. Most of the apparatus is outdated, in need of replacement, and does not totally comply with current playground safety and accessibility guidelines. There is an obvious need for age appropriate play equipment for children in the 6-12 years of age group.

Scope of Project:

The new play area design will expand the existing playground to include both a 2 to 5 years age-appropriate play area and a 5 to 12 years age-appropriate play area, a designated sand play area, equipment and surfacing that is 100% accessible from all sides and heights. The existing sand surfacing will be replaced by an accessible surface such as wood fiber, resilient rubber surfacing or such ADA approved wheelchair accessible surface. The new play equipment design will offer physically challenging play that will enhance the developmental skills of children of all ages, as well as add a sculptural visual aesthetic element to the park. This playground will respond to the needs of the physically challenged, as well as the physically able child. An added benefit with this design will be the use of recycled materials, where appropriate, such as the surfacing material.

Vision:

It is the neighborhood's and City's vision that, since Veterans' Park is a primary focal point of the community, it should provide recreation and enjoyment for children from infancy through 12 years of age and for young people of all abilities. As a part of this vision, the community is focused on a playground that is 'universally accessible'.

Projected Cost:

The Parks Manager and Senior Management Analyst have re-evaluated the overall scope of work and have determined the cost to be \$350,000 as opposed to the original \$500,000 initially submitted.

Funding:

The project has been awarded the following grant funding:

- \$61,192 - Los Angeles County Proposition A Funds
- \$48,808 - 2002 State Resources Bond Act (Proposition 40) Roberti-Z'berg-Harris Block Grant Funds

PRCS will be applying for a federal Land and Water Conservation Fund Grant (administered by the State of California) on March 1, 2009. The grant is competitive, requires a dollar for dollar match and is awarded in November 2009. The potential award with the proposed CDBG allocation will be \$160,000, for a project total of \$320,000. PRCS staff feels confident that the remaining \$30,000 needed to complete the project can be secured from a variety of potential funding sources.

Culver CITY

INTEROFFICE MEMORANDUM

DATE: 12/12/2008
TO: CDBG Advisory Committee
FROM: Armando Abrego, Senior & Social Services Manager
SUBJECT: 2009-2010 Proposed CDBG Project- Disability Services Specialist Background Information
CC: William La Pointe, Director PRCS
Jenn Ma-Pham, Senior & Social Services Supervisor
Darren Uhl, Disability Services Specialist

As requested by the CDBG Advisory Committee, the Senior & Social Services Division has provided the necessary information to better understand the current developments within Disability Services. Although the Disability Services office is located in the Senior Center, the program and services are offered to Culver City residents of all ages. The Disability Services Specialist provides disability-related information and referral services to Culver City residents; works to ensure that people of all abilities are included, able to participate, and accepted as valued members of the community; and communicates with other city departments in order to address barriers. Below is a thorough outline of program highlights as accomplished by Darren Uhl over the last eight months as the Disability Services Specialist.

DISABILITY SERVICES ANNUAL EVENTS

October was "Disability Awareness Month"; The Disability Services Specialist, with guidance and assistance from the Disability Advisory Committee, implemented a variety of new and annual events for the public. More than 1000 people participated in the programs offered. The number in parentheses refers to the number of participants per event.

October 2: Special Needs Trust Planning Seminar @ Senior Center (9)
October 8: Wheelchair Fencing Demonstration @ Teen Center (45)
October 13: City Council Meeting —Disability Awareness Month
Proclamation and Community Commendations Awarded
October 18: Adaptive Computer Technology Seminar @ Senior Center (8)
October 23: Braille Institute's Kaleidoscope Singers perform @ Senior Center (40)
October 24: Wheelchair Basketball Exhibition Game @ Culver City High School (600)
October 26: Carnival for Children with Disabilities @ Senior Center (400)
October 30: Awareness Film— 39 Pounds of Love @ Senior Center (35)

DISABILITY SERVICES MONTHLY EVENTS

Disability Services Specialist coordinates two monthly events which offer recreation opportunities for adults with disabilities. First is Socialites: a monthly dining and entertainment experience held on Saturday evenings. A wide variety of participants attend including those who are blind, wheelchair users, individuals with developmental disabilities, and more. Socialites averages 65 participants per month.

The second program is Dances for the Developmentally Disabled (also known as DDD). DDD takes place on the second Friday of each month with a different theme reflecting the season or holidays that month. Music and refreshments are provided and once per year an annual "talent night" is hosted in lieu of the dance. Approximately 80 people per month attend the DDD. Both of these programs are made possible through the coordination and assistance of dozens of dedicated volunteers.

PARATRANSIT PROGRAM

The Disability Services Specialist reviews and authorizes the intake forms for the Paratransit and Taxi Coupon programs. This program provides door-to-door van service for transportationally disabled residents of all ages within city limits and makes taxi coupons available at discounted prices. The Specialist interviews and orientates all new riders and uses this opportunity to discuss other unmet needs the clients may have. Since April 2008, Specialist has registered more than 120 new participants.

SENIOR NUTRITION PROGRAM

The Disability Services Specialist assists the Senior Nutrition Home Delivered Meal Program in which volunteers deliver nutritious food to aging residents who are confined to their homes. The Specialist accompanies the Nutrition Program staff to conduct in-home visits with new clients and assist with needs assessments.

ON SITE RESOURCES AND SERVICES

The Disability Services Specialist is responsible for resources and programs such as the Merlin Magnification Machine; donations of wheelchairs, eyeglasses, and hearing aids; the Culver City Emergency Response Database for residents with disabilities; low-vision and diabetes support groups; and a Large Print Library which has doubled in size through donations within the past four months.

PROFESSIONAL DEVELOPMENT TRAININGS

The Disability Services Specialist attended the three-day Bet Tzedek Lay Advocate Training for SSDI/SSI/Medi-Cal, the annual "Abilities Expo" & Conference in Anaheim, as well as a Special Needs Inclusion Workshop hosted by the Los Angeles County Office of Education. Shortly thereafter, the Specialist participated in the Recreation Staff Summer In-Service Training, offering a training session on inclusion and working

with children with disabilities. The Specialist also works with Recreation staff to gather disability resources for specific children enrolled in departmental programs.

COMMUNITY AND NETWORKING

Working with and developing resources with local agencies serving the disabled community is a priority. With this in mind, the Specialist has forged relationships with staff and/or toured the facilities of the following local organizations: L.A. Goal & Inside Out Productions, the Exceptional Children's Foundation/Kayne-Eras Center, The Jeffrey Foundation, Culver City School District Workability Program, Lakers and Clippers wheelchair basketball teams, Ralph's Riders, The Braille Institute, Center for the Partially Sighted, No Limits Theater, Achievable Foundation, Westside Regional Center, United Cerebral Palsy, Challenger Baseball League, Park Century School, and others. These community services have also been invited to present to the Disability Advisory Committee. Some have already presented and others will be scheduled throughout the year.

Culver CITY

INTEROFFICE MEMORANDUM

DATE: 12/12/2008
TO: Community Development Block Grant Advisory
Committee
FROM: Armando Abrego, Senior & Social Service Division
Manager
SUBJECT: Disability Advisory Committee Request for FY
2009/2010 CDBG Proposals
CC: William LaPointe, Kriss Casanova

A preliminary request for FY 2009-2010 CDBG Proposals has been made by the Disability Advisory Committee (DAC). They have tentatively requested funding for the Disability Services Specialist and closed captioning for televised City Council meetings. Their next regular meeting is scheduled for Monday, December 1, 2008. At that time, a final determination will be made and an updated memo will be submitted.

The DAC has requested that the Community Development Block Grant Committee consider allocating the entire fifteen percent of public service to the Disability Services Specialist for FY09-10.

The DAC also request that an allocation be made for closed captioning for televised City Council meetings. The possibility of using voice recognition software that may potentially bypass the need to use a real-time captioner is still not feasible at this time. The software is not yet able to provide the degree of speed and accuracy important to transmitting televised, multiple-speaker interpretations. However, staff research has revealed that contract costs for "broadcast captioning" has come down in recent months. For example, Accommodating Ideas, Inc. offers closed captioning service for the hourly rate of \$150—two hours minimum. For this price, the captionist provides all necessary equipment. Staff believes that a few meetings with I.T. and Public Works might be necessary to facilitate initial set up. At the quoted price, using an average City Council meeting time of five hours and a frequency of twice per month, the cost of live captioning services would be \$18,000 for one fiscal year.

Culver CITY

MEMORANDUM

DATE: NOVEMBER 10, 2008
TO: KRISS CASANOVA, MANAGEMENT ANALYST/ CDBG ADMINISTRATOR
FROM: LEE TORRES, ASSOCIATE ENGINEER
THROUGH: MATE GASPAR, ENGINEERING SERVICES MANAGER
SUBJECT: CDBG FY 2009/2010 PROJECT PROPOSAL

The Public Works Department/Engineering Division recommends the following projects for 2009/10 CDBG funding.

Sidewalk Replacement Project

This project will remove and replace uplifted or damaged sidewalks. The selected repair work is within eligible CDBG area, Tract 7028.03, Block Group 2, and meets the required eligibility for CDBG public infrastructure projects. The project will also supplement the City's sidewalk reconstruction program.

<i>Street</i>	<i>Sidewalk (SF)</i>
Colonial Avenue between Washington Place and Washington Blvd	1760
Wasatch Avenue between Washington Place and Washington Blvd	840
Boise Avenue between Washington Place and Washington Blvd	1175
Total (Estimated Area or Length)	3775
Unit Price	\$12.00/SF
Total Estimated Construction Cost	\$45,300

The total request is for \$49,830.00, which includes a 10% contingency.

Boise Avenue and Atlantic Avenue Street Tree Installation Project

Staff is proposing six (6) new street trees along the eastside of Boise Avenue and six (6) new street trees along Atlantic Avenue. A location map is attached.

Per the approved Street Tree Master Plan dated November 11, 2002, the type of tree selected for Boise Avenue and Atlantic Avenue is Canary Island Pine and Southern Magnolia, respectively.

The cost breakdown for a total of twelve (12) 24 inch box street trees are as follows:

	Cost
Cost of Street Trees and Planting	\$ 7,200
Install DeepRoot Barriers	\$ 2,160
Cost of Maintenance - (watering, securing stakes every 2 weeks for 6 months, once a month for the next 6 months, and a 4-hour minimum per maintenance visit including travel time at \$ 50.00/hour for a period of one year)	\$3,600
Total Estimated Planting and Maintenance Cost	\$12,960

The total request is for \$14,256.00, which includes a 10% contingency.

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.