



# City of Culver City

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## Staff Report

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**File #:** 18-0527, **Version:** 1

**Item #:** A-6.

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**CC - (1) Consideration of the Community Development Block Grant Fund Allocation for Fiscal Year 2018/2019; (2) Adoption of a Resolution Authorizing the Filing of the Application for Funding; and (3) Approval of a Reimbursable Contract with the County of Los Angeles Concerning Culver City's Allocation.**

**Meeting Date:** December 11, 2017

**Contact Person/Dept:** Glenn Heald/CDD  
Todd Tipton/CDD

**Phone Number:** 310-253-5752  
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**Fiscal Impact:** Yes ☒ No ☐

**General Fund:** Yes ☒ No ☐

**Public Hearing:** ☐ **Action Item:** ☒ **Attachments:** ☒

**Commission Action Required:** Yes ☒ No ☐ **Date:** 11/29/2017

**Public Notification:** Posted at City Hall (11/14/17); (E-Mail) Meetings and Agendas - City Council (12/06/17); Published in the Culver City News (11/16/17).

**Department Approval:** Sol Blumenfeld, Community Development Director (12/4/17)

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### **RECOMMENDATION**

Staff recommends the City Council (1) allocate Community Development Block Grant (CDBG) funds for Fiscal Year (FY) 2018/2019 pursuant to the CDBG Advisory Committee's recommendations; (2) adopt a resolution authorizing the filing of the FY 2018/2019 application for funding from the CDBG program (Attachment No. 1); and (3) approve a CDBG Reimbursable Contract with the County of Los Angeles (County) concerning Culver City's FY 2018/2019 CDBG Allocation.

### **BACKGROUND/DISCUSSION**

The 1974 Federal Housing Act authorized the allocation of block grants to eligible applicant municipalities nationwide to be used for activities that benefit low- and moderate-income persons, subject to program regulations and eligibility criteria (Attachment No. 2). The CDBG program is administered by the Community Development Commission (CDC) of the County.

Culver City participates in the CDBG program as a member of the Los Angeles Urban County Entitlement and, to date, has completed forty-three (43) application cycles. During this time, the City has received an aggregate allocation of over \$12 million (Attachment No. 3, i).

In past years CDBG funds have been used to help finance construction of the Senior Center, to improve the City's streetscape and infrastructure, to modify City facilities to comply with the mandates of the Americans with Disabilities Act (ADA), and to perform street, sidewalk and curb repair and rehabilitation to meet ADA compliance requirements. Program guidelines allow a maximum of fifteen percent (15%) of total available CDBG funds to be used for social services or programs. For the past thirty-two years the City Council has used this fifteen percent of eligible CDBG funding to partially fund the City's Disability & Social Services Specialist staff position, which administers programs and services to the elderly and persons with disabilities.

In 1988 the City Council formed the Community Development Block Grant Advisory Committee (Advisory Committee), which meets annually to evaluate proposed projects and activities, to receive public comment, and to prioritize and make recommendations to the City Council regarding use of the CDBG funds. The Advisory Committee is comprised of representatives of the Disability Advisory Committee; the Parks, Recreation and Community Services Commission; the Planning Commission; and Culver City students and youth groups.

CDBG funding for FY 2018/2019 is anticipated to be approximately \$190,000. The actual amount of FY 2018/2019 funding will be determined by the County in March 2018 after remittance of the City's CDBG application (Attachment No. 3, ii).

The Advisory Committee met on November 29, 2017, to consider potential projects and to make a recommendation to the City Council regarding use of available FY 2018/2019 CDBG funds. Advisory Committee members include two Planning Commission representatives, two Disability Advisory Committee representatives, two Parks Commission representatives and two Culver City High School youth representatives. After discussing the permissible uses for CDBG funds, the Advisory Committee voted unanimously to recommend to the City Council that available CDBG funding for FY 2018/2019 be allocated in the order prioritized below. The Advisory Committee recommends that if the actual CDBG funding amount is more or less than the amount anticipated, staff shall allocate the maximum permissible amount to the public service project (15% of total CDBG funding) and adjust capital improvement project funding accordingly.

### Ongoing Public Service Projects

#### Priority No. 1: Disability and Social Services Specialist Salary (~\$28,500)

CDBG rules allow for up to fifteen percent (15%) of the total available CDBG funds to be allocated for funding salaries of eligible public service staff positions. The Disability and Social Services Specialist (DSS) position in the Parks, Recreation & Community Services Department has been partially funded with CDBG funds for the past thirty-two years. The DSS assists residents with disabilities by identifying, implementing, conducting and facilitating available community resources and services. Funding the DSS position to the maximum amount allowed by CDBG rules is supported and recommended by the CDBG Advisory Committee, the Disability Advisory Committee, and the Parks, Recreation & Community Services Department.

**Proposed Capital Improvement Project****Priority No. 2: Curb Ramp Upgrade Project (~\$161,500)**

The City is required to upgrade curb ramps to meet current standards of the Americans with Disabilities Act (ADA) whenever the City overlays or resurfaces an adjacent roadway. This proposed project will upgrade curb ramps that are not compliant with current ADA standards along the following street segments where overlay or resurfacing work was recently completed:

1. Bristol Pkwy. from Hannum Ave. to Centinela Ave.
2. Motor Ave. from Le Bourget Ave. to Park Ave.
3. Le Bourget Ave. from Farragut Dr. to Jasmine Ave.
4. Albright Ave. from Venice Blvd. to Washington Pl.
5. Bledsoe Ave. from Washington Pl. to Washington Blvd.
6. Midway Ave. from Venice Blvd. to Washington Blvd.
7. Hannum Ave. from Sawtelle Blvd. to Bush Way
8. Berryman Ave. from Segrell Way to Jefferson Blvd.

This project is anticipated to cost a total of approximately \$269,000. If approved, unexpended CDBG funds on account will be added to the available FY 2018/2019 funds to meet the total project costs.

**FISCAL ANALYSIS**

The remaining salary amount for the Disability and Social Services Specialist position not covered by available CDBG funding will be funded from the General Fund and proposed for appropriation through the FY 2018/2019 budget process. Funding for infrastructure improvements required to meet ADA compliance will eventually be expended from the General Fund if no CDBG or other grant funding is available. Thus, CDBG funding allocated to any Public Works infrastructure project reduces the demand on the General Fund by an approximately equal amount.

**ATTACHMENTS**

1. Proposed Resolution authorizing the City's FY 2018/2019 CDBG application.
2. CDBG Funding Eligibility Requirements.
3. Notes.

**MOTION**

That the City Council:

1. Allocate funding for the proposed FY 2018/2019 CDBG projects; and,
2. Adopt a resolution authorizing the filing of the FY 2018/2019 application for funding from the CDBG Program, including all certifications; and,

3. Designate the City Manager as the authorized City official to execute and file all documents pertaining to the CDBG program, including making minor adjustments to project funding to address the actual FY 2018/2019 CDBG Allocation; and,
4. Approve the CDBG Reimbursable Contract with the County of Los Angeles concerning Culver City's FY 2018/2019 CDBG Allocation; and,
5. Authorize the City Attorney to review/prepare the necessary documents; and,
6. Authorize the City Manager to execute such documents on behalf of the City.