

Barry Waite, Chair
Bill Uphoff, Vice-Chair
James Gazeley, Board Member
Cindy Segawa, Board Member
Mark A. Waronek, Board Member



LOMITA CITY HALL
COUNCIL CHAMBERS
24300 Narbonne Avenue
Lomita, CA 90717
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AGENDA

COMMUNITY DEVELOPMENT ADVISORY BOARD TUESDAY, FEBRUARY 7, 2023 5:30 P.M.

PURSUANT TO AB-361, THE PUBLIC AND COUNCIL MAY PARTICIPATE IN THIS MEETING VIA TELECONFERENCE, AS SOCIAL DISTANCING MEASURES ARE RECOMMENDED BY STATE AND COUNTY OFFICIALS.

To participate in the meeting via a computer or smart device log in to ZOOM at the following link:
<https://us02web.zoom.us/j/89632297336?pwd=UF13QTdrSkR2QS9iRklyY3EyM1dXdz09>

If you do not have the audio feature on your device, you will need to call (669) 900-6833 and enter ZOOM Meeting ID: **896 3229 7336**; Passcode: **080864**. To make a public comment enter “*9”. The Clerk’s office will be notified, and you will be announced to make a public comment.

1. OPENING CEREMONIES

- a. Call Meeting to Order
- b. Roll Call

2. ORAL COMMUNICATIONS

3. APPROVAL OF THE COMMUNITY DEVELOPMENT ADVISORY BOARD SPECIAL MEETING MINUTES OF JUNE 21, 2022

RECOMMENDED ACTION: Approve Minutes.

4. PUBLIC HEARING

- a. **DISCUSSION AND CONSIDERATION TO ADOPT THE PROPOSED ROSTER FOR COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAMS FOR FISCAL YEAR 2023-2024**

Presented by Gary Sugano, Assistant City Manager

RECOMMENDED ACTION: At the conclusion of the Public Hearing, adopt the proposed roster for Community Development Block Grant (CDBG) programs for Fiscal Year 2023-2024.

5. ADJOURNMENT

I hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted not less than 72 hours prior to the meeting at the following locations: Lomita City Hall, Lomita Park, and uploaded to the City of Lomita website <https://lomitacity.com/agendas-minutes/>

Written materials distributed to the City Council within 72 hours of the City Council meeting are available for public inspection immediately upon distribution via the City of Lomita website or by contacting the Deputy City Clerk at l.abbott@lomitacity.com. In compliance with the Americans with Disabilities Act (ADA) if you need special assistance to participate in this meeting, you should contact the office of the City Clerk at (310) 325-7110 (voice) or the California Relay Service. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to this meeting.

Date Posted: February 2, 2023



Kathleen Horn Gregory, MMC, City Clerk

**MINUTES
SPECIAL MEETING
COMMUNITY DEVELOPMENT ADVISORY BOARD
TUESDAY, JUNE 21, 2022**

1. OPENING CEREMONIES

a. Call Meeting to Order

The meeting was called to order by Chair Segawa at 5:45 p.m. on Tuesday, June 21, 2022, in the Council Chambers, at Lomita City Hall, 24300 Narbonne Avenue, Lomita, CA and via Zoom Meeting.

b. Roll Call

Present: Board Members Gazeley participated via Zoom, Board Members Uphoff, Waronek, Vice Chair Waite and Chair Segawa were present in the Council Chambers

Absent: None

Staff Present: Executive Director Smoot, General Counsel Rusin were present in the Council Chambers; Assistant City Manager Sugano, Administrative Analyst Ibarra, and Secretary Gregory participated via Zoom

2. ORAL COMMUNICATIONS

There were no requests to speak during oral communications.

3. APPROVAL OF THE COMMUNITY DEVELOPMENT ADVISORY BOARD MEETING MINUTES OF JANUARY 18, 2022

Vice-Chair Waite made a motion, seconded by Board Member Uphoff to approve the minutes of January 18, 2022.

MOTION CARRIED by the following vote:

AYES: Board Members: Gazeley, Uphoff, Waronek, Vice-Chair Waite, and Chair Segawa

NOES: None

ABSENT: None

PUBLIC HEARING

None scheduled.

SCHEDULED ITEM

4. APPROVAL OF AN AMENDMENT TO THE ADOPTED ROSTER FOR COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAMS FOR FISCAL YEAR 2022-2023

RECOMMENDED ACTION: Approve the Amendment to the Adopted roster for Community Development Block Grant (CDBG) programs for Fiscal Year 2022-2023.

Analyst Ibarra presented the staff report per the agenda material. There were questions or comments from the Council or the public.

Board Member Uphoff made a motion, seconded by Board Member Waronek to approve the minutes of January 18, 2022.

MOTION CARRIED by the following vote:

AYES: Board Members: Gazeley, Uphoff, Waronek, Vice-Chair Waite, and Chair Segawa
NOES: None
ABSENT: None

5. ADJOURNMENT

There being no further business to discuss, Chair Segawa adjourned the meeting at 5:51 p.m.

Respectfully submitted,

Kathleen Horn Gregory, MMC
Recording Secretary
Adopted:



CITY OF LOMITA COMMUNITY DEVELOPMENT ADVISORY BOARD REPORT

TO: Community Development Advisory Board **Item No. PH 4a**

FROM: Ryan Smoot, City Manager

PREPARED BY: Juan Ibarra, Administrative Analyst

MEETING DATE: February 7, 2023

SUBJECT: Discussion and Consideration to Adopt the Proposed Roster (Budget) for Community Development Block Grant (CDBG) Programs for Fiscal Year 2023-2024

RECOMMENDATION

At the conclusion of the Public Hearing, adopt the proposed roster for Community Development Block Grant (CDBG) programs for Fiscal Year 2023-2024.

BACKGROUND

In 1974, the U.S. Congress introduced the Community Development Block Grant (CDBG) Program as part of the Housing and Community Development Act. CDBG is funded by the U.S. Department of Housing and Urban Development (HUD). Although the Act has been amended in recent years, the primary objective continues to be developing viable urban communities by providing decent housing, a suitable living environment, and expanding economic opportunities, principally for low and moderate income persons.

The Los Angeles County Development Authority (LACDA), formerly the Los Angeles County Community Development Commission administers this funding on behalf of the Los Angeles County Board of Supervisors, which oversees the LACDA, and 48 participating cities throughout the County including Lomita.

FY 23-24 Funding

Community Development Block Grant funding is offered by the US Department of Housing & Urban Development (HUD), and because Lomita's population is under 50,000, Lomita is required to maintain an agreement with Los Angeles County Development Authority (LACDA) in order to receive CDBG funds through the HUD-administered Small Cities program.

The CDBG allocation formula is based upon the City’s demographic characteristics such as the low to moderate income population and the total amount of CDBG funds granted to LACDA. The annual funding amounts have been relatively stable over the past several years.

The estimated allocation amount of \$140,077 is reported by HUD. It is not unusual for HUD to revise the allocation again, and any modification that increases or decreases the final allocation will be applied to the Residential Rehabilitation program.

The proposed total budget is \$140,077

The Public Service Cap for FY 2023-24 is 20% of the estimated allocation, decreasing the Lifeline Personal Response System budget for FY 2023-24.

Use of HUD’s CDBG Allocation for FY 2023-2024

1. Residential Rehabilitation Program serving single-family homes throughout the City. At the time of this report, the program currently has a waiting list of 74 applicants waiting to be mailed applications. The program is expected to assist approximately 2 participants during FY 2023-2024.
2. The Lifeline Personal Response System has ongoing clients that receive medic alert assistance, carrying a maximum of 39 clients on an annual basis.
3. The Job Creation and Business Incentive Loan Program is a continuing program that will provide forgivable loans to businesses in the City for the purpose of creating permanent jobs that will be made available to low and moderate income individuals.

Implementation Process:

Participating cities are required to adopt and submit program budget documents based on the anticipated fiscal year allocation and unallocated balance (estimated total \$140,077). Therefore, below are the program budgets for the estimated FY 2023-2024 allocation (1).

(1) CDBG FY 23-24 Program Budgets as of July 1, 2023: \$140,077.

Residential Rehabilitation Program:	\$ 37,200
Lifeline Personal Response System:	\$ 28,015
Job Creation and Business Incentive Loan Program:	\$ 74,862

OPTIONS

1. Adopt the proposed roster for Community Development Block Grant (CDBG) programs for Fiscal Year 2023-2024.
2. Do not approve.
3. Provide staff alternative direction.

FISCAL IMPACT

Approved CDBG program expenditures are on a reimbursement basis through funding requests submitted to the LACDA.

Reviewed by:



Gary Y. Sugano
Assistant City Manager

Approved by:



Ryan Smoot
City Manager

Prepared by:



Juan Ibarra
Administrative Analyst