

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



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

MEETING OF THE COMMUNITY DEVELOPMENT ADVISORY BOARD TUESDAY, JANUARY 19, 2021

5:30 P.M.

VARIOUS TELECONFERENCE LOCATIONS

PURSUANT TO GOVERNOR NEWSOM'S EXECUTIVE ORDER N-29-20 ISSUED ON MARCH 17, 2020, THIS MEETING WILL BE HELD VIA TELECONFERENCE ONLY AND NO PHYSICAL LOCATION FROM WHICH MEMBERS OF THE PUBLIC MAY OBSERVE THE MEETING AND OFFER PUBLIC COMMENT WILL BE PROVIDED.

VIRTUAL/ELECTRONIC PUBLIC PARTICIPATION

Public comment will be accepted via email to ccpubliccomments@lomitacity.com prior to the meeting and before the close of oral communications. All comments will be read into the record. The public may also participate in the meeting via a computer or smart device by logging into ZOOM at the following link: <https://us02web.zoom.us/j/88015401918>

You may enter your name when prompted do so. If you wish to provide public comment at either the beginning of the meeting or for a particular item, you may either (a) contact the City Clerk's Office before the meeting and provide your name or (b) utilize the "raise hand" option located under the participants name. Once you click on this option you will be in the rotation to make a public comment.

Please note, if you do not have audio feature on your device you will need to call (669) 900-6833 and enter ZOOM Meeting ID: 880 1540 1918 then press pound (#). When prompted to enter the participation ID number press pound (#) again. To make a public comment enter "*9". The Clerk's office will be notified and you will be announced to make a public comment.

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.

1. OPENING CEREMONIES

- a. Call Meeting to Order
- b. Flag Salute
- c. Roll Call

2. ORAL COMMUNICATIONS

Persons wishing to speak on agenda items or subjects other than those scheduled are requested to do so at this time. In order to conduct a timely meeting, a five minute time limit per person has been established. Amendments to Government Code Section 54954.2 prohibit the Council from taking action or engaging in discussion on a specific item unless it appears on a posted agenda.

3. APPROVAL OF THE COMMUNITY DEVELOPMENT ADVISORY BOARD MEETING MINUTES OF JANUARY 21, 2020

RECOMMENDED ACTION: Approve Minutes.

PUBLIC HEARING

4. DISCUSSION AND CONSIDERATION TO ADOPT THE PROPOSED ROSTER FOR COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAMS FOR FISCAL YEAR 2021-2022

Presented by Daniella Contreras, Administrative Analyst

RECOMMENDED ACTION: At the conclusion of the Public Hearing, adopt the proposed roster for Community Development Block Grant (CDBG) programs for Fiscal Year 2021-2022.

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 lobby and outside bulletin board, Lomita Parks and Recreation, and uploaded to the City of Lomita website http://www.lomita.com/cityhall/city_agendas/.

Date Posted: January 15, 2021



Kathleen Horn Gregory, City Clerk

**MINUTES OF THE
COMMUNITY DEVELOPMENT ADVISORY BOARD
REGULAR MEETING
TUESDAY, JANUARY 21, 2020**

1. OPENING CEREMONIES

a. Call Meeting to Order

The meeting was called to order by Chair Gazeley at 5:31 p.m., on Tuesday, January 21, 2020, in the Council Chambers, at Lomita City Hall, 24300 Narbonne Avenue, Lomita, CA.

b. Flag Salute

Chair Gazeley led the salute to the flag.

c. Roll Call

Present: Board Members: Sanchez, Savidan, Segawa, Vice-Chair Waronek and Chair Gazeley

Absent: None

Staff Present: Executive Director Smoot; Assistant General Counsel Abzug, Assistant City Manager Sugano, Administrative Analyst Knighton, and Secretary Hill

2. ORAL COMMUNICATIONS

There were no oral comments received.

3. APPROVAL OF MINUTES OF DECEMBER 18, 2019

Board Member Sanchez made a motion, seconded by Board Member Savidan that the minutes of December 18, 2019, be approved.

MOTION CARRIED by the following vote:

AYES: Board Members: Sanchez, Savidan, Segawa, Vice-Chair Waronek, and Chair Gazeley

NOES: None

ABSENT: None

PUBLIC HEARING

4. **DISCUSSION AND CONSIDERATION TO ADOPT THE PROPOSED ROSTER FOR COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAMS FOR FISCAL YEAR 2020-2021**

RECOMMENDED ACTION: At the conclusion of the Public Hearing, adopt the proposed roster for Community Development Block Grant (CDBG) programs for Fiscal Year 2020-2021.

Administrative Analyst Knighton presented her report stating that in order to receive Community Development Block Grant funds, Lomita is required to maintain an agreement with the Los Angeles County Development Authority (LACDA), and submit an annual program budget roster.

With an estimated total budget of \$147,439, staff recommends the board adopt the proposed FY 2020 - 2021 CDBG program roster, which includes:

- \$ 45,000 Job Creation and Business Incentive Loan Program
- \$ 72,952 Residential Rehabilitation Program
- \$ 29,487 Lifeline Personal Response System

Given the success with the Job Creation and Business Incentive Program since the City launched it two years ago, additional funds are shifted to the Program in the proposed budget from the Residential Rehabilitation Program.

Any future modification to the final CDBG allocation will be applied to the Residential Rehabilitation program.

Chair Gazeley opened the public hearing at 5:35 p.m. for comments and questions from the public. There being no comments or questions from the public, Chair Gazeley closed the public comment portion of the public hearing and brought the item back to Council for discussion and vote.

In response to a question from Board Member Sanchez, Assistant City Manager Sugano stated that the difference in the program roster from the amounts presented last fiscal year was due to monies that were received last year that were issued to the City on a one-time basis.

Board Member Savidan made a motion, seconded by Vice-Chair Waronek to close the public hearing and adopt the proposed roster for Community Development Block Grant (CDBG) programs for Fiscal Year 2020-2021.

MOTION CARRIED by the following vote:

AYES: Board Members: Sanchez, Savidan, Segawa, Vice-Chair Waronek, and
Chair Gazeley

NOES: None

ABSENT: None

5. ADJOURNMENT

There being no further business to discuss, Chair Sanchez adjourned the meeting at 5:37 p.m.

Respectfully submitted,

Kathleen Horn Gregory, CMC
Recording Secretary
Approved:



CITY OF LOMITA COMMUNITY DEVELOPMENT ADVISORY BOARD REPORT

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

FROM: Ryan Smoot, City Manager

PREPARED BY: Daniella Contreras, Administrative Analyst

MEETING DATE: January 19, 2021

SUBJECT: Adopt the proposed roster for Community Development Block Grant (CDBG) programs for Fiscal Year 2021-2022

RECOMMENDATION

At the conclusion of the Public Hearing, adopt the proposed roster for Community Development Block Grant (CDBG) programs for Fiscal Year 2021-2022.

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 21-22 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 \$150,666 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 \$150,666.

Use of HUD's CDBG Allocation for FY 2021-2022

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 81 applicants waiting to be mailed applications. The program will expect to assist approximately 12 participants during FY 2021-2022.
2. The Lifeline Personal Response System has ongoing clients that receive medic alert assistance, carrying a maximum of 26 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 \$150,666). Therefore, below are the program budgets for the estimated FY 2021-2022 allocation (1).

(1) <u>CDBG FY 21-22 Program Budgets as of July 1, 2021: \$150,666.</u>	
Residential Rehabilitation Program:	\$ 30,533
Lifeline Personal Response System:	\$ 30,133
Job Creation and Business Incentive Loan Program:	\$ 90,000

OPTIONS

1. Adopt the proposed roster for Community Development Block Grant (CDBG) programs for Fiscal Year 2021-2022.
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:



Daniella Contreras
Administrative Analyst