

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



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

COMMUNITY DEVELOPMENT ADVISORY BOARD TUESDAY, JANUARY 16, 2024 5:00 P.M.

THE BOARD HAS RESUMED PUBLIC MEETINGS IN THE COUNCIL CHAMBERS. AS A COURTESY, THE CITY WILL ATTEMPT TO ALSO ALLOW PUBLIC PARTICIPATION DURING THE MEETING VIA A COMPUTER OR SMART DEVICE USING THE FOLLOWING ZOOM LINK:

<https://us02web.zoom.us/j/89686247827>

Telephone Option: (669) 900-6833 Meeting ID: 896 8624 7827

THE BOARD MAY SUSPEND PUBLIC PARTICIPATION VIA ZOOM AT ANY TIME, AND THE MEETING WILL NOT BE CANCELLED NOR SUSPENDED IF TECHNICAL ISSUES PRECLUDE OR IMPACT THE ABILITY TO ACCEPT PUBLIC COMMENT OVER ZOOM. SHOULD YOU WISH TO ENSURE YOU CAN PARTICIPATE IN THIS MEETING, OR COMMENT ON AN ITEM ON THE AGENDA, YOU MUST SHOW UP IN PERSON AT THE MEETING.

1. OPENING CEREMONIES

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

2. ORAL COMMUNICATIONS

3. APPROVAL OF THE COMMUNITY DEVELOPMENT ADVISORY BOARD MEETING MINUTES OF FEBRUARY 7, 2023

RECOMMENDED ACTION: Approve Minutes.

4. PUBLIC HEARINGS

- a. DISCUSSION AND CONSIDERATION TO ADOPT THE PROPOSED ROSTER FOR COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAMS FOR FISCAL YEAR 2024-2025**

Presented by Juan Ibarra, 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 2024-2025.

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: January 12, 2024



Kathleen Horn Gregory, MMC, City Clerk

**MINUTES OF THE
COMMUNITY DEVELOPMENT ADVISORY BOARD
TUESDAY, FEBRUARY 7, 2023**

1. OPENING CEREMONIES

a. Call Meeting to Order

The meeting was called to order by Chair Waite at 5:37 p.m. on Tuesday, February 7, 2023, in the Council Chambers, at Lomita City Hall, 24300 Narbonne Avenue, Lomita, CA.

b. Roll Call

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

Absent: None

Staff Present: Executive Director Smoot, General Counsel Rusin, Deputy Executive Director Sugano, and Secretary Gregory

2. ORAL COMMUNICATIONS

There were no requests to speak during oral communications.

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

Board Member Segawa made a motion, seconded by Board Member Waronek to approve the minutes.

MOTION CARRIED by the following vote:

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

4. PUBLIC HEARING

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

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.

Deputy Executive Director Sugano presented the item per the agenda material. Chair Waite opened the public hearing. As there were no questions or comments from the Board or the public, Chair Waite closed the public hearing and asked for a motion.

Board Member Segawa made a motion, seconded by Board Member Gazeley to approve the recommended action.

MOTION CARRIED by the following vote:

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

5. ADJOURNMENT

There being no further business to discuss, Chair Waite adjourned the meeting at 5:41 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: Joe Hoefgen, Interim City Manager

PREPARED BY: Juan Ibarra, Administrative Analyst

MEETING DATE: January 16, 2024

SUBJECT: Discussion and Consideration to Adopt the Proposed Roster for Community Development Block Grant (CDBG) Programs for Fiscal Year 2024-2025

RECOMMENDATION

At the conclusion of the Public Hearing, adopt the proposed roster for Community Development Block Grant (CDBG) programs for Fiscal Year 2024-2025.

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 24-25 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 \$138,583 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. In addition to the estimated FY 24-25 allocation, there is an unallocated CDBG fund balance of \$107,059. The unallocated CDBG fund balance results from past budgets where an activity has not been completed and the funds rollover to the unallocated fund (i.e. no applicant(s) for Job Creation and Business Incentive Loan program or no applicant(s) for the Residential Rehabilitation Program). \$44,204 will be transferred from the unallocated fund balance into the FY 24-25 allocation to fund the programs mentioned below.

The proposed total budget is \$182,787.

The Public Service Cap for FY 2024-25 is 20% of the estimated allocation, decreasing the Lifeline Personal Response System budget for FY 2024-25.

Use of HUD's CDBG Allocation for FY 2024-2025

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 77 applicants waiting to be mailed applications. The program is expected to assist approximately 2 participants during FY 2024-2025. It is recommended for the grant amount to be increased from \$15,000 to \$30,000 to assist the program's participants with ongoing rising construction and material costs.
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 \$182,787). Therefore, below are the program budgets for the estimated FY 2024-2025 allocation (1).

(1) CDBG FY 24-25 Program Budgets as of July 1, 2024

Residential Rehabilitation Program:	\$ 75,000
Lifeline Personal Response System:	\$ 20,787
Job Creation and Business Incentive Loan Program:	\$ 87,000

Total	\$182,787

OPTIONS

1. Adopt the proposed roster for Community Development Block Grant (CDBG) programs for Fiscal Year 2024-2025.
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 Sugano

Gary Y. Sugano
Assistant City Manager

Approved by:

Joe Hoefgen

Joe Hoefgen
Interim City Manager

Prepared by:

Juan Ibarra

Juan Ibarra
Administrative Analyst