

**LODI CITY COUNCIL
SHIRTSLEEVE SESSION
CARNEGIE FORUM, 305 WEST PINE STREET
TUESDAY, MARCH 5, 2013**

A. Roll Call by City Clerk

An Informal Informational Meeting ("Shirtsleeve" Session) of the Lodi City Council was held Tuesday, March 5, 2013, commencing at 7:00 a.m.

Present: Council Member Hansen, Council Member Johnson, Council Member Mounce, Mayor Pro Tempore Katzakian, and Mayor Nakanishi

Absent: None

Also Present: City Manager Bartlam, City Attorney Schwabauer, and City Clerk Johl

B. Topic(s)

B-1 Review of the Annual Community Development Block Grant Funding Requests in the 2013/14 Action Plan (CD)

City Manager Bartlam briefly introduced the subject matter of the Community Development Block Grant (CDBG) funding requests for the 2013/14 Action Plan.

Neighborhood Services Manager Joseph Wood provided a PowerPoint presentation regarding CDBG funding requests for the 2013/14 Action Plan. Specific topics of discussion included the annual allocation process, 11 applications received from community based organizations (CBO), an estimated public service cap of \$89,680, overall funding availability, CBO potential projects, funding for public service projects, and the public hearing process.

In response to Council Member Mounce, Mr. Wood stated the Sandidge project on Sacramento Street is a demolition and new construction project and is therefore not an eligible activity.

In response to Council Member Hansen, Mr. Wood stated the Sandidge project is a transit-oriented housing project promoting walkability and usage of the bus and rail system.

In response to Mayor Nakanishi, Mr. Bartlam stated there is no prohibition on the construction of a private senior housing project up to six stories tall in downtown based on the current Development Code.

In response to Council Member Mounce, Mr. Wood confirmed that any unused funds from public service projects will be transferred to CBO projects.

In response to Council Member Johnson, Mr. Bartlam stated the ultimate goal for the Loel Center remains the construction of the parking lot, community garden, and eventually a senior housing project.

In response to Council Member Hansen, Mr. Wood stated the application request for Small Business Development is \$10,000.

In response to Council Member Mounce, Mr. Wood confirmed that the City can provide funding to faith based organizations for public services as long as the service is not a religious activity and staff does monitor this requirement for compliance.

In response to Mayor Nakanishi, Mr. Wood confirmed that the One Eighty Teen Center has

received CDBG funds in past years.

In response to Council Member Johnson, Mr. Wood stated the One Eighty Teen Center project appears to be Gang Reduction, Intervention, and Prevention (GRIP) grant eligible for youth outreach and counseling services and staff will know in approximately one week if it will receive GRIP grant funding.

In response to Council Member Hansen, Mr. Wood confirmed that the graffiti abatement program is utilizing approximately \$50,000 annually in the CDBG target area. Mr. Wood stated graffiti in the public right of way or on public facilities is addressed immediately while permission must be obtained from the property owner for removal on private property.

In response to Council Member Johnson, Mr. Bartlam stated the north side Americans with Disabilities Act improvements at Hutchins Street Square will cost approximately \$250,000 and staff is working on the improvements over the next year.

In response to Mayor Nakanishi, Public Works Director Wally Sandelin stated there is better control over the graffiti removal efforts at Legion Park now and the individual that volunteered to remove graffiti at the previous Council meeting met with some insurance related challenges.

Dale Gillespie spoke in support of the funding request from the Loel Center. A brief discussion ensued between Mr. Gillespie and the City Council regarding the County's decision to retain the Meals on Wheels program to serve frozen meals, the number of individuals served under the current and previous programs in the Lodi area, the Center's desire to serve fresh meals in the future on its own, and the post-remodel kitchen capacity at the Loel Center.

Captain Martin Ross spoke in support of the funding request for the Salvation Army for the tutoring and mentoring program, stating the program provides a preventative safe haven for kids going to and from school. In response to Council Member Hansen, Mr. Ross confirmed that the Salvation Army summer camp for youth operates Monday through Friday for a five-week period during summer to provide youth with an engagement opportunity over summer.

In response to Mayor Nakanishi, Mr. Wood stated the One Eighty Teen Center is run by Executive Director Jake McGregor and is affiliated with First Baptist Church.

C. Comments by Public on Non-Agenda Items

None.

D. Adjournment

No action was taken by the City Council. The meeting was adjourned at 8:05 a.m.

ATTEST:

Randi Johl
City Clerk



**CITY OF LODI
COUNCIL COMMUNICATION**

AGENDA TITLE: Review of the Annual Community Development Block Grant Funding Requests in the 2013/14 Action Plan

MEETING DATE: March 5, 2013

PREPARED BY: Community Development Department

RECOMMENDED ACTION: Review the annual Community Development Block Grant (CDBG) Program funding requests in the 2013/14 Action Plan.

BACKGROUND INFORMATION: A public hearing will be set for March 20, 2013, for the City Council to review and approve the City Manager's recommendations for funding for the 2012/13 CDBG Program.

The City is expecting to receive an estimated \$577,081 in CDBG funds for 2013/14. This is a 8.2 percent reduction from 2012/13 and is based upon the federal sequestration cuts that are pending. The City Council has a policy of allocating 40 percent of the annual CDBG award (net of administrative costs) to community-based organizations (CBOs), with the remainder going to City projects. There is a 15 percent Public Service Cap on the overall allocation for 2012/13.

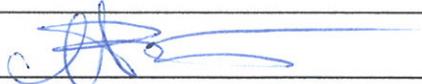
The distribution of funds will be as follows:

City projects	\$277,000
CBO projects	\$184,665
Administration	\$115,416 <i>(20% of the 2013/14 Annual allocation)</i>
TOTAL	\$577,081

15% Service Cap \$86,562

At the completion of an application period that ran from January 9 to February 6, 2013, the City received a total of 11 applications from community-based organizations (CBO's) requesting a total of \$527,354.00.

HUD regulations also place a 15 percent cap on the amount of funding that can be allocated to Public Service activities, whether that be by the City or by a CBO. The City has a total of \$199,531 requested in Public Services (\$129,531 – CBO, \$70,000 – City) and a Service Cap for 2013/14 of \$86,562.

APPROVED: 
Konradt Bartlam, City Manager

For the past few years, the City has used a grading/scoring matrix for all CBO funding requests. This was intended to provide a standard of measurement to allow for an empirical rating of applicants. Each application is rated on a grading scale that allows a maximum of 100 points. As staff is still in the process of reviewing the applications and receiving follow up information on many of the funding requests, not all applications have been reviewed through the grading matrix and therefore those comparative scores will not be available until the public hearing on March 20th.

A summary of the applicants, their funding requests, and other pertinent data are attached as Exhibit A. Comments made at this meeting will be factored into the City Manager's final recommendations.

FISCAL IMPACT: Not applicable.

FUNDING AVAILABLE: Not applicable.



Konradt Bartlam
Community Development Director

Attachments

Applicant	Project/Program	Amount	Public Service	Capital Improvement	Economic Development	Housing
COMMUNITY-BASED ORGANIZATION APPLICATIONS						
C. Sandige Associates	Lodi Station - Applicant is seeking funding for pre-development costs for a proposed development of transit-oriented, workforce housing units to be built in "Downtown Mixed-Use District". The site is located on N. Sacramento Street, directly across from the Lodi Transit Parking Structure.	175,000.00				175,000.00
Housing Authority of San Joaquin Co	Housing Weatherization Improvements - Window replacement in the six-units of affordable housing apartment complex located at 719 S. Washington St.	17,910.00				17,910.00
LOEL Foundation	Phase II Site Improvements - Continuation of project at 125 S. Washington. Phase I included the demolition of the old church building and preliminary site improvements that include off-street parking, a community garden and security fencing. Phase II continues site improvements, ADA accessibility improvements and underground utilities that must be relocated.	194,913.00		194,913.00		
Small Business Development Center (Delta College)	Small Business Assistance - Provides confidential, individual and free business consulting to existing and prospective Lodi business owners, and monthly small business start up workshops.	10,000.00			10,000.00	
San Joaquin Fair Housing	Fair Housing Services - HUD-mandated counseling services and outreach to tenants, property owners and property managers to satisfy HUD/CDBG requirement for affirmatively furthering fair housing.	18,000.00	18,000.00			
180 Teen Center	Care Lodi - Three-phase collaborative effort among law enforcement, faith-based organizations and community agencies, to provide opportunities for youth in the target neighborhood, appropriate existing resources for residents in the target neighborhood, and activate the faith-based community in order to provide resources which will contribute to long term change.	45,540.00	45,540.00			
Emergency Food Bank and Family Services	Mobile Farmers' Market program - The MFM is an existing program that provides access to fresh fruits and vegetables, healthy cooking demonstrations and health and nutrition-related information to low-income residents.	1,500.00	1,500.00			
Human Services Agency (SJ County)	Home-Delivered Meals - Elderly recipients have a package of five frozen meals delivered once a week.	5,000.00	5,000.00			
Second Harvest	Hunger Relief Programs - Funding for the operation of the Food Assistance Program, the Senior Brown Bag Program, and the Food 4 Thought Program.	10,000.00	10,000.00			
Catholic Charities	Women's Drop-in Center - A collaborative effort with St. Anne's Church, the Salvation Army and Lodi House, that will serve homeless women and their children through a daytime resource center that will be located at 108 S. Pleasant Ave.	29,491.00	29,491.00			
Salvation Army	Tutoring and Mentoring Program - An after-school program out of the Salvation Army Lockeford Street facility that will operate between 3:00 and 5:00 on weekdays. The program will focus on tutoring, mentoring, character building, crafts and sports/recreational activities.	20,000.00	20,000.00			
CITY APPLICATIONS						
LPD - Animal Services	Spay and Neuter Program - Sterilization for Feral cats trapped and released within the CDBG Target Area, as well as both friendly cats and pit-bull dogs from low income households.	20,000.00	20,000.00			
Public Works Dept.	Graffiti Abatement - The Public Works Department will abate graffiti on public and private property that is viewable from the public right-of-way and within the CDBG target areas.	50,000.00	50,000.00			
Total requests		CBO \$ 527,354.00	129,531.00	194,913.00	10,000.00	192,910.00
		TOTAL \$ 527,354.00	129,531.00	194,913.00	10,000.00	192,910.00
Total award		\$577,081				
Administration		\$115,416				
Programs and projects		\$461,665				
CBO set-aside		\$184,666				
City set-aside		\$277,000				
Public Services limit		\$86,562				

Community Based Organization CDBG Funding Requests

Applicant:	C. Sandidge Associates PO Box 26 Pinole, CA 94564 Contact: Cherene Sandidge
Requested Funding:	\$175,000
Funding Category:	Housing - <i>New construction</i>
Project/Program Description:	Lodi Station - Applicant is seeking funding for pre-development costs for a proposed development of transit-oriented, workforce housing units to be built in "Downtown Mixed-Use District". The site is located on N. Sacramento Street, directly across from the Lodi Transit Parking Structure. Phase I of the proposed project would consist of 60 units of affordable housing and approximately 20,000 sq. ft. of ground floor commercial space. Phase II would consist of 10-15 units of market rate housing and approximately 5,000 sq. ft. of ground floor commercial space. This project is intended to be new construction and not rehabilitation of the existing buildings. The project site currently consists of a local bar, a small cafe, a storage facility and several vacant, boarded up commercial buildings. Pre-Development activities would include site design, layout and engineering; environmental review and testing; legal costs, consultant costs, relocation costs and admin expenses.
Previous CDBG Requests:	None
Comments:	New construction for housing is not an eligible CDBG activity; therefore certain pre-development costs for that activity would also not be eligible. Public improvements/infrastructure costs in support of that new construction would be considered an eligible activity, but this funding request does not include that. As a mixed-use development project, CDBG funds could be eligible as an economic development activity, as the new commercial development would be a job creation activity. Certain pre-development costs for that economic development activity could be deemed eligible. If the City were to pursue funding this project, the applicant's need for funding exceeds the amount of funding available through our annual entitlement allocation, so a Section 108 Loan Guarantee application would need to be considered.

Community Based Organization CDBG Funding Requests

Applicant	Housing Authority of the County of San Joaquin 448 S. Center Street Stockton, CA Contact: Kristi Rhea
Requested Funding	\$17,910
Funding Category	Housing - Rehabilitation
Project/Program Description	Housing Weatherization Improvements/Window Replacement - Replacement of the twenty-seven year old, single-paned, aluminum-framed windows/sliding glass doors in the six-units of the affordable housing apartment complex located at 719 S. Washington St. This will increase energy efficiency of the dwelling units, which will in turn decrease the tenant-paid utility costs for the low-income residents.
Previous CDBG Requests	2010-11 \$29,831 - HVAC Replacement - 719 S. Washington 2011-12 \$17,100 - Window Replacement - 719 S. Washington - (Not Funded) 2012-13 \$167,365 - New Housing Construction - 418.5 E. Eden (Not Funded)
Comments	None
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Applicant	LOEL Foundation 105 S. Washington Street Lodi, CA Contact: Tracy Williams
Requested Funding	\$194,193
Funding Category	Public Facility – New construction/rehabilitation of a facility where a public service or program will be located.
Project/Program Description	Phase II Site Improvements - Continuation of project at 125 S. Washington. Phase I included the demolition of the old church building and preliminary site improvements that include off-street parking, a community garden and security fencing. Phase II continues site improvements, ADA accessibility improvements and underground utilities that must be relocated.
Previous CDBG Requests	2009-10 \$218,670 - LOEL Kitchen Renovation 2012-13 \$145,086 - Phase I Demolition/Site Improvements
Comments	Phase I of the project is ready to bid, but the LOEL Foundation is interested in holding off to bid both Phase I and Phase II work together if they are awarded the requested funding. With \$120,000 of their Phase I allocation remaining, we have determined that they may only need \$155,000 in additional funding to complete both phases.

Community Based Organization CDBG Funding Requests

Applicant	Small Business Development Center - San Joaquin Delta College 56 S. Lincoln Street Stockton, CA Contact: Nate McBride, Acting Director
Requested Funding	\$10,000
Funding Category	Economic Development - <i>Job creation/retention</i>
Project/Program Description	Small Business Assistance - The SBDC proposes to provide confidential, individual and free business consulting to existing and prospective Lodi business owners, and monthly small business start up workshops. Under this proposal the SBDC intends to help two new businesses start, 10 jobs to be created and/or retained, one business to obtain financing, and one or more businesses to increase sales by \$50,000.
Previous CDBG Requests	None
Comments	This activity is not considered a Public Service and therefore would not be subject to the 15% Service Cap.
Applicant	San Joaquin Fair Housing 247 E Miner Avenue Stockton, CA Contact: Peggy Wagner, Director
Requested Funding	\$18,000
Funding Category	Public Service - <i>Social service assistance, operational costs of a service or program.</i>
Project/Program Description	Fair Housing Services - HUD-mandated counseling services and outreach to tenants, property owners and property managers to satisfy HUD/CDBG requirement for affirmatively furthering fair housing.
Previous CDBG Requests	2009-10 \$20,000 2010-11 \$20,000 2011-12 \$17,000 2012-13 \$17,914
Comments	HUD requires that these services be provided either through the entitlement jurisdiction or through a contracted service provider. SJ Fair Housing has been the county-wide service provider for all jurisdictions in San Joaquin County for 35 years.

Community Based Organization CDBG Funding Requests

Applicant	One-Eighty Teen Center 17 W. Lockeford Street Lodi, CA Contact: Jake McGregor, Executive Director
Requested Funding	\$45,540
Funding Category	Public Service - <i>Social service assistance, operational costs of a service or program.</i>
Project/Program Description	Care Lodi - Three-phase collaborative effort among law enforcement, faith-based organizations and community agencies, to provide opportunities for youth in the target neighborhood, appropriate existing resources for residents in the target neighborhood, and activate the faith-based community in order to provide resources which will contribute to long term change.
Previous CDBG Requests	2009-10 \$140,000 - Facility Acquisition (Not Funded) 2010-11 \$34,500 - Facility Improvements
Comments	Looking into whether this could be funded through GRIP grant.

Applicant	Emergency Food Bank & Family Services 7 W. Scotts Avenue Stockton, CA Contact: Rebecca Knodt, Executive Director
Requested Funding	\$1,500
Funding Category	Public Service - <i>Social service assistance, operational costs of a service or program.</i>
Project/Program Description	Mobile Farmer's Market - The Mobile Farmer's Market is an existing program that has expanded each year to provide access to fresh fruits and vegetables, healthy cooking demonstrations and health and nutrition-related information to low-income residents.
Previous CDBG Requests	2009-10 \$5,600 - Mobile Farmer's Market (Not Funded) 2010-11 \$5,000 - Mobile Farmer's Market (Not Funded) 2011-12 \$3,000 - Mobile Farmer's Market (Not Funded) 2012-13 \$1,500 - Mobile Farmer's Market (Not Funded)
Comments	None

Community Based Organization CDBG Funding Requests

Applicant	SJC Department of Aging/Human Services Agency PO Box 201056 Stockton, CA Contact: Dean Fujimoto, Deputy Director
Requested Funding	\$5,000
Funding Category	Public Service - <i>Social service assistance, operational costs of a service or program.</i>
Project/Program Description	Home-Delivered Meals - Elderly recipients have a package of five frozen meals delivered once a week. Program goals are targeted to reduce social isolation and the promotion of better health through nutrition.
Previous CDBG Requests	2009-10 \$43,400 - Meals on Wheels Program (Not Funded) 2010-11 \$33,000 - Meals on Wheels Program (Not Funded) 2011-12 \$30,000 - Meals on Wheels Program (Not Funded)
Comments	<p>Related to this request... in 2009, both the City of Lodi and San Joaquin County provided CDBG funding to the LOEL Center's Kitchen Expansion project, in part to accommodate LOEL's ability to take over the Meals on Wheels Program from the HSA in the north county and provide hot meals to low-income residents on a daily basis.</p> <p>The HSA has confirmed that the Meals on Wheels Program is not available for subcontractors to operate. In November 2012, the Commission on Aging (COA) approved an RFP to be issued based on the existing service delivery model, whereby, the direct services (e.g. Meals on Wheels, Information & Assistance, etc., Ombudsman, etc.) and subcontractor services (e.g. congregate meals, legal services, family caregiver, etc.) delivery models would remain the same. The HSA confirmed also that the term for the current contracted services would be 4 years, unless circumstances change due to sequestration and/or changes in the Older American's Act that would necessitate a change or modification in the timeframes.</p>

Community Based Organization CDBG Funding Requests

Applicant	Second Harvest Food Bank 704 E. Industrial Park Drive Manteca, CA Contact: Kerri Tapia, Admin Services Director
Requested Funding	\$10,000
Funding Category	Public Service - <i>Social service assistance, operational costs of a service or program.</i>
Project/Program Description	Hunger Relief Programs - Funding for the operation of the Food Assistance Program, the Senior Brown Bag Program, and the Food 4 Thought Program.
Previous CDBG Requests	2009-10 \$10,000 2010-11 \$10,000 2011-12 \$5,000 2012-13 \$7,500
Comments	Second Harvest has a direct relationship with eight organizations that serve needy families in Lodi, and an in-direct relationship with another nine agencies/organizations that serve Lodi.
Applicant	Catholic Charities 1106 N. El Dorado Street Stockton, CA Elvira Ramirez, Executive Director
Requested Funding	\$29,491
Funding Category	Public Service - <i>Social service assistance, operational costs of a service or program.</i>
Project/Program Description	Women's Drop-in Center - A collaborative effort with St. Anne's Church, the Salvation Army and Lodi House, that will serve homeless women and their children through a daytime resource center that will be located at 108 S. Pleasant Ave. The proposed services include access to telephone, computer use for e-mail and on-line job searches, a viable mailing address, bus passes and referrals to other service providers. In addition, the center will also provide a safe, daytime shelter for women and children during inclement weather. They estimate that a minimum of 1250 individuals will be served in the first 12-months.
Previous CDBG Requests	None
Comments	The proposed location is a single-family residence that may need some renovation/improvements to transition from residential to commercial use. That issue would need to be resolved before we could consider this request further.

Community Based Organization CDBG Funding Requests

Applicant	<p>The Salvation Army - Lodi 525 W. Lockeford Street Lodi, CA Martin Ross, Captain</p>
Requested Funding	\$20,000
Funding Category	Public Service - <i>Social service assistance, operational costs of a service or program.</i>
Project/Program Description	<p>Tutoring and Mentoring Program - An after-school program out of the Salvation Army's Lockeford Street facility that will operate between 3:00 and 5:00 on weekdays for youth ages 5 to 13. The program will focus on tutoring, mentoring, character building, crafts and sports/recreational activities. Another element of the proposed Tutoring and Mentoring Program is a Summer Day Camp program that will take place weekdays from 8:00 a.m. to 5:00 p.m., for 4 - 8 weeks during the summer months. The Summer Day Camp will target all age groups, but teenagers between the ages of 14 - 18 will be targeted to help provide leadership and mentoring roles to the 6 - 13 year old youth that take part in the program. The SA has established this program in Modesto, Compton, Santa Rosa and Berkeley.</p>
Previous CDBG Requests	<p>2009-10 \$10,000 - Generator (Not Funded) 2009-10 \$120,000 - Roof Renovation 2010-11 \$50,000 - Shelter Operations (Not Funded) 2011-12 \$190,000 - Family Shelter Units 2012-13 \$15,000 - Food Program</p>
Comments	None

2013/14

CDBG Funding Requests

Presented by
Community Development Department

March 2013

CDBG Funding Requests 2013/14

■ Annual Allocation Process

- No confirmed allocation amount.
 - Originally expecting 8.2% reduction. (\$577,081)
 - Now estimating a 5.1% reduction. (\$597,871)
 - 11 Applications from Community Based Organizations
 - Total Amount Requested \$527,354
 - 7 Public Services Requests: \$129,531
 - Estimated Public Service Cap
 - \$89,680
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2013/14 CDBG Funding Availability

Estimated 2013/14 CDBG Allocation	\$597,971
Program Administration <i>20% of 2013/14 Allocation</i>	(\$119,574)
Balance Available for Distribution	\$478,297
60% Set-aside for City Projects/Services	\$286,978
40% Set-aside for CBO Projects/Services	\$191,319

CBO Applicant	Project/Service	Amount
C. Sandidge Associates	Lodi Station	\$175,000
Housing Authority of SJ	Window Replacement	\$17,910
LOEL Foundation	Phase II Site Improvement	\$194,193
Small Business Dev. Center	Small Business Assistance	\$10,000
SJC Fair Housing	Fair Housing Services	\$18,000
One-Eighty Teen Center	Care Lodi	\$45,540
Emergency Food Bank	Mobile Farmer's Market	\$1,500
SJC - Human Services Agency	Meals on Wheels	\$5,000
Second Harvest Food Bank	Food Distribution Programs	\$10,000
Catholic Charities	Women's Drop-in Center	\$29,491
Salvation Army	Tutoring and Mentoring Program	\$20,000

2013/14

Applicant	Service	Amount
LPD – Animal Services	Spay/Neuter Program	\$20,000
Public Works Department	Graffiti Abatement	\$50,000

Applicant	Project	Amount
Public Works Department	ADA Curb Ramps	\$100,000
Parks, Recreation & Cultural Services Department	HSS South Entrance ADA	\$70,000
	Kofu Park ADA Improvements	\$37,000

2013/14 Public Service Funding

■ Public Service Cap	\$89,680.
■ Graffiti Abatement	\$50,000
■ Spay/Neuter Program	\$20,000
■ <i>Fair Housing</i>	<i>\$18,000</i>
■ One-Eighty Teen Center	\$45,540
■ Second Harvest	\$10,000
■ Mobile Farmer's Market	\$1,500
■ SJC – Human Services	\$5,000
■ Salvation Army	\$20,000
■ Catholic Charities	\$29,491

2013/14 CDBG Funding

- Public Hearing – March 20th.
 - Action Plan 2013/14.
 - Draft Action Plan Document.
 - 30 Day Public Review/Comment Period.
 - Final Document to Council on May 1st.
 - Submittal to HUD by May 15th.
 - Questions or Comments?
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