

Martin Fuentes, Chairman
Elizabeth Alcantar, Vice Chairperson
Leslie Mendoza, Commissioner
Richard Corvera-Hernandez, Commissioner
Susie de Santiago, Commissioner



CUDAHY CITY
COUNCIL CHAMBERS
5240 Santa Ana Street
Cudahy, CA 90201
Phone: (323) 773-5143
Fax: (323) 771-2072

AGENDA

A REGULAR MEETING OF THE CUDAHY PLANNING COMMISSION/COMMUNITY DEVELOPMENT ADVISORY BOARD

Monday, November 21, 2016 – 6:00 P.M.

"Members of the Public are Advised that all PAGERS, CELLULAR TELEPHONES and any OTHER COMMUNICATION DEVICES are to be turned off upon entering the City Council Chambers." If you need to have a discussion with someone in the audience, kindly step out into the lobby.

Written materials distributed to the Planning Commission within 72 hours of the City Council meeting are available for public inspection immediately upon distribution in the City Clerk's Office at City Hall located at 5220 Santa Ana Street, Cudahy, CA 90201.

In compliance with the Americans with Disabilities Act (ADA) if you need special assistance to participate in this meeting, you should contact the City Clerk's Office at (323) 773-5143 at least 72 hours in advance of the meeting.

1. CALL TO ORDER

2. ROLL CALL

Commissioner Corvera-Hernandez
Commissioner de Santiago
Commissioner Mendoza
Vice Chairperson Alcantar
Chairman Fuentes

3. PLEDGE OF ALLEGIANCE

4. PRESENTATIONS

A. None.

5. PUBLIC COMMENTS

(Chairperson: This is the time set aside for citizens to address the Planning Commission on matters relating to Commission business. When addressing the Commission please speak into the microphone and voluntarily state your name and address. **Each person will be allowed to speak only once and will be limited to five (5) minutes.** The proceedings of this meeting are recorded on

audio CD.

6. WAIVE FULL READINGS

A. Approval to waive the full reading of all resolutions on the agenda and declare that said titles which appear on the public agenda shall be determined to have been read by title only.

Recommendation: To waive the full text reading of all resolutions on the agenda.

7. PUBLIC HEARING

A. A Resolution of the City of Cudahy City Council Recommending Projects / Programs to the City Council for Community Development Block Grant (CDBG) Funding During the Fiscal Year (FY) 2017-18.

Recommendation: The Community Development Advisory Board (CDAB) is requested to:

1. Consider the analysis performed by City staff pertaining to Public / CDAB recommendations made for the FY 2017-18 CDBG Projects / Budget Public Hearing; and
2. Adopt Resolution No. CDAB 16-01, Recommending Projects / Programs to the City Council for Community Development Block Grant (CDBG) Funding During the Fiscal Year (FY) 2017-18.

8. BUSINESS SESSION

A. A request to approve the minutes of the Planning Commission meeting held on Monday, October 17, 2016.

(Minutes attached)

Recommendation: Staff recommends the Planning Commission to approve the minutes of the Planning Commission meeting held on October 17, 2016.

9. COMMISSION BUSINESS

10. ADJOURNMENT

I Michael Allen, hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted at Cudahy City Hall, Bedwell Hall, Clara Park, Lugo Park, and the City's Website not less than 72 hours prior to the meeting. A copy of said Agenda is on file in the Community Development Department.

Dated this 18th Day of November 2016



Michael Allen
Community Development Manager



Item Number 7A

STAFF REPORT

Date: November 21, 2016

To: Honorable Chairperson/ Members of the Community Development Advisory Board (Planning Commission)

From: Michael Allen, Community Development Manager
By: Jennifer Hernandez, Acting Human Resources Specialist

Subject: A Resolution of the City of Cudahy City Council Recommending Projects / Programs to the City Council for Community Development Block Grant (CDBG) Funding During the Fiscal Year (FY) 2017-18

RECOMMENDATION

The Community Development Advisory Board (CDAB) is requested to:

1. Consider the analysis performed by City staff pertaining to Public / CDAB recommendations made for the FY 2017-18 CDBG Projects / Budget Public Hearing; and
2. Adopt Resolution No. CDAB 16-01, Recommending Projects / Programs to the City Council for Community Development Block Grant (CDBG) Funding During the Fiscal Year (FY) 2017-18.

BACKGROUND

1. On November 1, 2016, the CDC has notified the City that its preliminary CDBG allocation for the 2017-18 fiscal year is approximately \$325,909.
2. On November 7, 2016, a public hearing notice soliciting suggestions and recommendations for the use of CDBG funds for FY 2017-18 was posted at City Hall and three other public buildings within the City.

ANALYSIS

The United States Department of Housing and Urban Development (HUD) is responsible for

administering the CDBG program. In order to receive funds, a city must submit an annual application to HUD. The City of Cudahy submits its application through the Los Angeles County Community Development Commission (CDC).

Prior to each new fiscal year, the CDC notifies the City of its final CDBG allocation for the coming fiscal year. At this time, the CDC also distributes the forms that the City must submit to receive these CDBG funds and conduct training sessions on the preparation of these forms.

In considering potential projects/programs for funding, it should be pointed out that up to 15 percent of the coming year's allocation, or \$48,886, can be budgeted for public services. Administrative delivery services for the Housing Rehabilitation Programs are not to exceed 20 percent of their recommended budgets. The public hearing notices posted at City facilities informed the community that the Cudahy Planning Commission would consider the various suggestions it receives at this public hearing prior to recommending specific projects and budgets for approval by the City Council.

The primary national objectives of the CDBG program are to undertake activities that benefit low and moderate-income persons, and/or eliminate slum and blight conditions. The program requires that a minimum of 70 percent of the program funds be expended on activities that benefit low and moderate-income persons (Attachment A - 2016 HUD Income Limits).

ELIGIBLE ACTIVITIES FOR FUNDING

The types of activities that can be funded under the program, provided that they meet one of the national objectives stated above, include the following:

- Land acquisition and disposition;
- Development of, and improvements to, public facilities;
- Street and other infrastructure improvements;
- Demolition and clearance of property improvements;
- Code enforcement;
- Public service activities;
- Housing and commercial rehabilitation;
- Economic development activities; and
- Program administration.

INELIGIBLE ACTIVITIES

On the other hand, there are certain activities or projects for which CDBG funds cannot be used. These ineligible activities include (Attachment B - CDD HUD Codes and Definitions):

- Construction of city halls, county administrative buildings, or other facilities in which the legislative, judicial, or general administrative affairs of the government are conducted;
- Purchase of equipment, unless otherwise required for program purposes;
- Operating and maintenance expenses;
- General government expenses; and
- Political activities.

PROPOSED PROJECTS

The CDBG Projects / Budgets being proposed to the City Council for the FY 2017-18 Program Year are as follows:

Project Name	Existing Projects 2016-17	Proposed Project 2017-18
Clara Street Park Food Distribution	\$28,311.00	\$28,000.00
Code Enforcement	\$121,123.00	\$150,000.00
Single Unit Housing Rehabilitation	\$139,455.00	\$103,620.00
Business Assistance	\$23,403.00	\$23,403.00
Senior Services (St Barnabas)	\$10,134.00	\$20,886.00
Youth Service	\$10,134.00	-----
Lugo Park Soccer Field	\$734,816.00	-----
Lugo Park Restroom Rehabilitation	\$126,000.00	-----
Total Budget	\$1,193,376.00	\$325,909.00

ONGOING PROGRAMS/PROJECTS (funded in previous years)

- Clara Street Park Food Distribution Program

Activity Summary - This continuing program will provide a monthly food distribution for Cudahy residents. Once a month, households will receive various food products. The food

will be distributed at Clara Street Park. This program will provide food supplies to approximately 800 clients and will have up to 3000 clients over the course of the fiscal year.

- **Business Assistance Program**

Activity Summary - This is a continuing project that will provide funds to assist 28 existing/potential new business owners in retaining, expanding, or opening a business in the City of Cudahy. The program offers assistance with completing applications for permits and business licenses and will provide technical assistance through one-to-one consultations, trainings, and workshops to address the needs of the City's business community. Topics will include, but not be limited to business expansion plans, how to market your business, how to obtain a business loan and how to strengthen your business. These services will be delivered to the business community by City staff, long-time business owners and commercial bank personnel.

- **Code Enforcement Program**

Activity Summary: This continuing project aids in arresting the decline of primarily residential and neighborhood commercial businesses located in the following designated areas: Census Tracts 5338.06, 5343.01, 5343.02, 5343.03, 5344.03, 5344.04, 5344.05, and 5344.06, which have been deemed deteriorating or deteriorated. This program together with CDBG-funded City program Single-Unit Housing Rehabilitation is expected to prevent the decline of the area. The following are the most common violations that will be addressed through this CDBG-funded activity: prohibited conditions, unsightliness, and violation of building code.

- **Single Unit Housing Rehabilitation Program**

Activity Summary: This is a continuing project, offering grants (up to \$10,000 each for single-family homes and up to \$7,500 for mobile homes), below market interest rate loans (no maximum amount, interest rates from 3% to 6%), and emergency grants (up to \$1,500). Programs may be used in combination. These programs are designed to assist existing low-to-moderate income households with the repair or rehabilitation of owner-occupied units. Mobile home units affixed to the foundation and part of the City's permanent housing stock will only be assisted through the grant program.

- **Senior Services Program (St. Barnabas)**

Activity Summary: This is a continuing project that will provide funding to assist seniors in the community by promoting health and wellness activities to aid in a better quality of life. The program will be available to all seniors residing in the City.

CONCLUSION

Staff recommends that the Community Development Advisory Board (Planning Commission) document its recommendations to the City Council by adopting Resolution No. CDAB 16-01.

FINANCIAL IMPACT

At the moment, is it estimated that the CDBG funding allocation for FY 2017-18 will be approximately \$325,909.

ATTACHMENTS

- A. 2016 Revised Income Limits Guide
- B. CDD HUD Codes and Definitions
- C. Resolution No. CDAB 16-01, Recommending Projects / Programs for Community Development Block Grant Funding during the 2017-18 Fiscal Year.



LOS ANGELES COUNTY



GMU BULLETIN

COMMUNITY DEVELOPMENT COMMISSION • 700 W. Main Street • Alhambra • California 91801

NUMBER: 16-0004 SUBJECT: REVISED 2016 INCOME GUIDELINES

DATE: April 5, 2016 EFFECTIVE DATE: IMMEDIATELY PAGE 1 OF 2

TO: PARTICIPATING CITIES
COMMUNITY-BASED ORGANIZATIONS
OTHER PUBLIC AGENCIES
COUNTY DEPARTMENTS
CDC DIVISIONS

The 2016 income guidelines (effective March 28, 2016) for use in the Community Development Block Grant (CDBG), First Five LA (F5) Programs, Homeless and Housing Program Fund (HHPF), and the Homeless Prevention Initiative (HPI) are listed below. These guidelines should be used to determine compliance with each program's objective of providing benefit to eligible persons. They are also used in determining eligibility for the Public Housing and Section 8 Programs, and are effective until a new schedule is issued.

The CDBG Program defines annual income according to the Section 8 Housing Assistance Payments Program, thus we are subject to the definition of "Extremely Low-Income," per the 2014 Consolidated Appropriations Act. Since the 30% Average Median Income (AMI) limits are not the same as the "Extremely Low-Income" limits, the CDBG Program must use the income guidelines, as outlined below.

2016 INCOME LIMITS

Number of Persons	Extremely Low-Income	Low-Income	Moderate-Income
1	\$18,250	\$30,400	\$48,650
2	\$20,950	\$34,750	\$55,600
3	\$23,450	\$39,100	\$62,550
4	\$26,050	\$43,400	\$69,450
5	\$28,440	\$46,900	\$75,050
6	\$32,580	\$50,350	\$80,600
7	\$36,730	\$53,850	\$86,150
8	\$40,890	\$57,300	\$91,700

Please note that the 2016 median family income for Los Angeles County is \$62,400.

These guidelines refer to the terms in determining income levels for the above-mentioned programs. In order to clarify any misunderstanding from the differences in terms between the Public Housing,

Section 8, CDBG, F5, HHPF and HPI Programs, the following is provided for your information:

COMPARISON OF TERMS IN DETERMINING INCOME LEVELS					
HPI	HHPF	F5	CDBG	SECTION 8	% OF MEDIAN
Extremely Low-Income	Extremely Low-Income	Extremely Low-Income	Extremely Low-Income	Extremely Low-Income	Equal to or less than 30%
Not Eligible	Not Eligible	Not Eligible	Low-Income	Very Low-Income	31% to 50%
Not Eligible	Not Eligible	Not Eligible	Moderate-Income	Low-Income	51% to 80%

For all agencies utilizing CDBG-approved *Public Service Self-Certification Forms*, please be sure to incorporate these revised income guidelines into your forms immediately (the *Public Service Self-Certification Form* does not apply to the F5, HHPF, and HPI Programs).

Should you have any questions, please contact your Program Manager.

Sincerely,



SCOTT STEVENSON, Director
Community Development Division

SS:AM:BT:KYH:RG:ec
K:\GMU COMMON\PMTBULLETINS\2016 Income Guidelines.docx

**Los Angeles County Community Development Commission
Community Development Block Grant**

Definitions of HUD Codes

The Los Angeles County Community Development Commission, Community Development Block Grant (CDBG) Division is providing this document for your use when working with CDBG Programs. These codes are used to describe the nature of the activity being funded by HUD. The code descriptions are written in easy-to-understand language and contain specific examples.

ACQUISITION AND DISPOSITION

- 01 *Acquisition***
- 02 *Disposition***

PUBLIC FACILITIES AND IMPROVEMENTS

- 03 *Public Facilities and Improvements***
- 03A *Senior Centers***
- 03B *Centers for the Disabled/Handicapped***
- 03C *Homeless Facilities (Not Operating Costs)***
- 03D *Youth Centers/Facilities***
- 03E *Neighborhood Facilities***
- 03F *Parks, Recreational Facilities***
- 03G *Parking Facilities***
- 03H *Solid Waste Disposal Facilities***
- 03I *Flood and Drainage Facilities***
- 03J *Water/Sewer Improvements***
- 03K *Street Improvements***
- 03L *Sidewalks***
- 03M *Child Care Centers/Facilities for Children***
- 03N *Tree Planting***
- 03O *Fire Station/Equipment***
- 03P *Health Facilities***
- 03Q *Abused and Neglected Children's Facilities***
- 03R *Asbestos Removal***
- 03S *Facilities for AIDS Patients (Not Operating Costs)***
- 03T *Operating Costs of Homeless/AIDS Patients Programs***

PUBLIC SERVICES

- 05 Public Services (General)**
- 05A Senior Services**
- 05B Services for the Disabled**
- 05C Legal Services**
- 05D Youth Services**
- 05E Transportation Services**
- 05F Substance Abuse Services**
- 05G Battered and Abused Spouses**
- 05H Employment Training**
- 05I Crime Awareness/Prevention**
- 05J Fair Housing Activities**
- 05K Tenant/Landlord Counseling**
- 05L Child Care Services**
- 05M Health Services**
- 05N Abused and Neglected Children**
- 05O Mental Health Services**
- 05P Screen for Lead-Based Paint/Lead Hazards Poisoning**
- 05Q Subsistence Payments**
- 05R Homeownership Assistance (Not Direct)**
- 05S Rental Housing Subsidies (HOME Tenant-Based Rental Assistance)**
- 05T Security Deposits**
- 03T Operating Costs of Homeless/AIDS Patients Programs**

HOUSING

- 12 Construction of Housing**
- 13 Direct Homeownership Assistance**
- 14A Rehabilitation: Single-Unit Residential**
- 14B Rehabilitation: Multi-Unit Residential**
- 14C Public Housing Modernization**
- 14D Rehabilitation: Other Publicly Owned Residential Buildings**
- 14F Energy Efficient Improvements**
- 14G Acquisition For Rehabilitation**
- 14H Rehabilitation Administration**
- 14I Lead-Based Paint/Lead Hazard Test/Abatement**
- 16A Residential Historic Preservation**
- 19A This is not a valid code**
- 19B This is not a valid code**

**COMMERCIAL/INDUSTRIAL IMPROVEMENTS BY GRANTEE OR
NON-PROFIT**

- 17A** *Commercial/Industrial Land Acquisition/Disposition*
- 17B** *Commercial/Industrial Infrastructure Development*
- 17C** *Commercial/Industrial Building Acquisition, Construction, Rehabilitation*
- 17D** *Other Commercial/Industrial Improvements*

**DIRECT ECONOMIC DEVELOPMENT ASSISTANCE TO PRIVATE
FOR-PROFITS**

- 14E** *Rehabilitation: Publicly or Privately Owned Commercial/Industrial*
- 18A** *ED Direct: Direct Financial Assistance to For-Profit Business*
- 18B** *ED Direct: Technical Assistance*
- 18C** *Micro-Enterprise Assistance*

GENERAL ADMINISTRATIVE AND PLANNING COSTS

- 20** *Planning*
- 21A** *General Program Administration*
- 21B** *Indirect Costs*
- 21C** *Public Information*
- 21D** *Fair Housing Activities*
- 21E** *Submissions or Applications for Federal Programs*
- 21F** *This is not a valid code*
- 21G** *This is not a valid code*
- 21H** *HOME Administration/Planning Costs of PJs*
- 21I** *HOME CHDO Operating Expenses*

OTHER

- 04** *Clearance and Demolition*
- 04A** *Clean-up of Contaminated Sites/Brownfields*
- 06** *Interim Assistance*
- 07** *Urban Renewal Completion*
- 08** *Relocation*
- 09** *Loss of Rental Income*
- 10** *Removal of Architectural Barriers*
- 11** *Privately Owned Utilities*
- 15** *Code Enforcement*
- 16B** *Non-Residential Historic Preservation*
- 19C** *CDBG Non-Profit Organization Capacity Building*
- 19D** *CDBG Assistance to Institutions of Higher Education*
- 19E** *CDBG Operation and Repair of Foreclosed Property*
- 19F** *Repayments of Section 108 Loan Principal*
- 22** *Unprogrammed Funds*

Acquisition and Disposition

01 Acquisition

An activity should be coded as Acquisition if CDBG funds will be used only for the acquisition of property for a public purpose. This code is frequently used for the acquisition of property on which a public facility or public improvement will be constructed using other funds, or for the acquisition of property on which housing will be constructed using other funds. (NOTE: Sometimes it will be necessary to include demolition and relocation expenditures under this category because the grantee will not be able to distinguish these funds from those used for acquisition.)

For example, if land is acquired for the development of a senior center and CDBG funds will be used only for acquisition of the property, code the activity as 01. If the property will be acquired and CDBG funds will be used for constructing or rehabilitating a senior center, code the activity 03A, Senior Centers, rather than 01. However, if grantees group acquisition with relocation or disposition, the activity can be coded as acquisition (as this is usually the most expensive portion).

When CDBG funds are used to acquire housing that will also be rehabilitated with CDBG funds, code 14G, Acquisition for Rehabilitation, should be used. Use code 17A, Commercial/Industrial Land Acquisition Disposition, if the grantee or subrecipient will acquire land, clear structures, or package land for the purpose of creating an industrial park or encouraging commercial or industrial redevelopment.

For the HOME program, use this code for the acquisition of a structure that does not require rehabilitation and that will be used to provide affordable rental housing or Homeownership units. Use code 14G for the acquisition of a structure that requires rehabilitation and will be used to provide affordable rental housing or Homeownership units. Use code 12 for the acquisition of land on which new housing will be constructed using HOME funds.

ESG funds cannot be used for acquisition activities.

02 Disposition

Disposition can occur through the sale, lease, or donation of property acquired with CDBG funds or under urban renewal. Communities ordinarily use this term to describe costs that are incidental to disposing or transferring real property acquired with CDBG funds, and to describe the costs of temporarily maintaining properties pending disposition (for example, legal service, financial service, appraisal survey, and transfer of ownership costs).

Public Facilities and Improvements

CDBG, HOPWA, and ESG funds may be used by the grantee or other public or private non-profit entities for public facilities and improvements.

The matrix codes listed below should be used when the grantee includes the cost of acquiring real property with the cost of construction or rehabilitation of a public facility or improvement. (If CDBG funds will only be used to acquire property for a public facility, use the Acquisition code, 01.) Examples of public facilities include senior, handicapped, youth, or neighborhood centers, shelters for the homeless, and child care centers. Infrastructure improvements include street, sidewalk, water, sewer, flood, and drainage improvements.

Finally, commercial and industrial improvements undertaken by the grantee or a subrecipient for economic development purposes should be coded 17A, 17B, 17C, or 17D, as appropriate.

03 Public Facilities and Improvements

This is the general code for public facilities. **This code should not be used unless the activity does not fall under a more specific category.**

03A Senior Centers

Use code 03A for the construction or rehabilitation of senior citizen centers. A facility described as serving "senior citizens and the disabled" may be classified under this category; however, if the facility is intended **primarily** to serve persons with disabilities, the facility should be classified under 03B, Centers for the Disabled/Handicapped. (If the activity involves rehabilitation of a building to provide permanent housing for the elderly, the activity should be coded in the 14 series, Housing; if the activity involves new construction of such permanent housing, it should be classified under code 12, Construction of Housing.)

03B Centers for the Disabled/Handicapped

Use code 03B for construction or rehabilitation of group homes or centers for the disabled. (As noted above, if the activity involves rehabilitation of a building to provide permanent housing, it should be coded in the 14 series, Housing; if the activity involves new construction of such permanent housing, it should be classified under code 12, Construction of Housing.)

03C Homeless Facilities (Not Operating Costs)

Use code 03C for construction, conversion, renovation, or rehabilitation of shelters for the homeless, including shelters for battered spouses. This code should also be used for transitional housing and SROs (single room occupancy units) for the homeless that are funded by CDBG.

NOTE: Transitional housing for homeless persons should be coded 03C for CDBG-funded activities. However, for activities funded by other programs, transitional housing and SROs may be coded under the 14 series, as housing rehabilitation. ESG funds may not be used for new construction.

Centers for abused children should be coded under 03Q, Abused and Neglected Children's Facilities.

03D Youth Centers/Facilities

This refers to facilities that will be used primarily to provide services for teenage youth (ages 13 to 19). This includes playground and recreation facilities that are a part of youth center Facilities. Facilities for children ages 0 to 12 should be coded as 03M, Child Care Centers/ Facilities for Children.

03E Neighborhood Facilities

Use code 03E for structures that will be used for social services or for multiple purposes, including recreation, and that are principally designed to serve a neighborhood. Such facilities may include libraries and public schools.

03F Parks, Recreational Facilities

Use code 03F whenever the activity involves developing an open space area or a facility to be used principally for recreation purposes.

03G Parking Facilities

This code should be used for off-street parking lots and parking garages. If on-street parking is included as part of a street improvement program, the activity should be recorded as street improvements, unless the proposed description of the activity or the accomplishments clearly indicate that the purpose of the activity will be primarily to improve parking. If a parking addition/improvement is the major component of improvements made to a neighborhood facility or other facility under the 03 series, the activity should be classified under 03G as a parking improvement.

03H Solid Waste Disposal Facilities

This code should be used for any activity that describes the construction and/or rehabilitation of solid waste disposal facilities.

031 Flood and Drainage Facilities

This code should be used for those activities that the grantee indicates will be used for flood control or irrigation (e.g., retention ponds or catch basins). This code does not include storm sewers, street drains, or storm drains. When in doubt, use 03J for water/sewer improvements and 03K for street drains and storm drains.

03J Water/Sewer Improvements

Water/Sewer Improvements include installation or replacement of water lines, sanitary sewers, storm sewers, and fire hydrants. All water/sewer projects undertaken with only minor or no street improvements should be coded as 03J. Repaving of streets is generally required as part of the installation of water/sewer improvements. However, if the activity is primarily for the purpose of street improvements but involves some water/sewer improvements, the activity should be coded as 03K, Street Improvements. For example, an activity that involves paving 6 blocks of Main Street and installing 100 feet of new water lines in one of those blocks should be classified under 03K. Activities classified under the 03J code generally should not include flood and drainage facilities; flood and drainage facilities should be classified under 031.

03K Street Improvements

A street improvement project may include street drains, storm drains, curb and gutter work, tunnels, bridges, and the installation of streetlights or signs. If sidewalks and trees will be installed as a peripheral part of a street improvement, the activity should still be coded as Street Improvements. Street improvements that include landscaping, streetlights, and/or street signs (commonly referred to as "streetscapes") should also be coded 03K.

See also the discussion above in 03J, Water/Sewer Improvements.

03L Sidewalks

Use this code when an activity is for the purpose of sidewalk improvements. Sidewalk improvements that include the installation of trash receptacles, trees, benches, and lighting should also be coded under 03L.

03M Child Care Centers/Facilities for Children

Examples of these include daycare centers and Head Start pre-school centers.

03N Tree Planting

Activities that are limited to tree planting (sometimes referred to as "beautification") should be coded under 03N. As noted under 03K and 03L, tree planting included as part of a streetscape activity should be coded 03K, and tree planting included as part of sidewalks should be coded 03L.

03O Fire Station/Equipment

In addition to the construction or rehabilitation of a fire station, this category includes the purchase of fire trucks, ambulances, and rescue equipment.

03P Health Facilities

This code includes both physical and mental health facilities. If the facility is more accurately classified under another category, such as one for Abused and Neglected Children (03Q), it should be classified as such.

03Q Abused and Neglected Children's Facilities

Use this code when the activity includes daycare, treatment, or temporary housing for abused and neglected children.

03R Asbestos Removal

Use this code when the primary goal of the improvement to any public facility is to remove asbestos.

03S Facilities for AIDS Patients (Not Operating Costs)

Construction or rehabilitation of buildings for treatment or temporary housing for people who are HIV positive or who have AIDS. If the facility is for AIDS education and prevention, the facility should be categorized under Health Facilities (03P).

03T Operating Costs of Homeless/AIDS Patients Programs

Use this code for operating expenses of ESG-funded emergency shelters. This code includes all costs associated with the operation of facilities (such as utilities, maintenance, and insurance) for homeless persons and/or AIDS patients. (NOTE: If this code is used for a CDBG-assisted activity, the activity will be included in the public service calculation, because the use of CDBG funds to pay for the cost of operating homeless/AIDS patients programs is a public service.)

Public Services

Examples of public services activities include CDBG-assisted programs for drug and alcohol counseling, meals-on-wheels, daycare, and Head Start; ESG-funded essential services; and HOPWA-funded supportive services. Care should be taken to distinguish a service from construction or rehabilitation of a facility where a service is being provided. For example, the construction or rehabilitation of a senior center is coded as 03A, but the funding of services provided at a facility for senior citizens is coded as 05A. Rental of a facility for a service is considered part of delivery of the service and should be coded as a public service. Public service activities also include the cost of operating and maintaining that portion of a facility in which a service is located.

Generally, if the activity is restricted to one client group such as the elderly, use the code for that client group; for example, use code 05A for Senior Services. Exceptions to this rule occur when considering employment services and substance abuse services. A grantee may code an activity such as youth employment services as either ODD, Youth Services, or 05H, Employment Training.

05 Public Services (General)

Do not use this code unless the activity cannot be classified under a more specific activity code.

Public service activities include housing referral and counseling services, neighborhood cleanup, Homeownership counseling, food distribution (food bank services), health education, or rape prevention education. General or unspecified homeless services, including those described as essential or supportive services, may also be assigned this activity code.

Use this code for **essential services** provided by the ESG Program, unless a more specific activity code can be assigned.

05A Senior Services

Use code 05A for services that will be provided to elderly persons (e.g., meals-on-wheels, dial-a-ride). Also use this code for services provided for victims of Alzheimer's disease. (Code 05A, Senior Services, or 05B, Services for the Disabled, may be used for activities that will provide services for both senior citizens and persons with disabilities if the activity is not intended **primarily** to serve one group rather than the other.)

- 05B Services for the Disabled
(Previously Referred to as Handicapped Services)**
Use this code to indicate services for persons with disabilities, regardless of age.
- 05C Legal Services**
Includes programs that provide legal aid to low- and moderate-income persons. If legal services are solely to settle tenant/landlord disputes, use code 05K.
- 05D Youth Services**
Use code 05D for services for teenagers (ages 13 to 19) that include, for example, recreational services limited to teenagers or a teen counseling program. If a counseling program is targeted for youth but includes counseling for the family as well, it may still be classified as a youth service if the focus is on counseling for youth. However, use GEL, Child Care Services, for services for children up to age 13, and DEN, Abused and Neglected Children, for services for abused children.
- 05E Transportation Services**
Use this code for transportation services. Transportation services for a specific client group should be classified under the code for that client group; for example, use code 05A, Senior Services, for transportation services for the elderly.
- 05F Substance Abuse Services**
Use this code for substance abuse recovery programs as well as prevention/education activities.
- 05G Battered and Abused Spouses**
Use this code only for programs serving adults or families. If the activity is limited to serving abused and neglected children, classify the activity under DEN, Abused and Neglected Children.
- 05H Employment Training**
Use this code for assistance that increases self-sufficiency. This includes literacy, independent living skills, job training, and employment service activities. These activities may be administered by the grantee or a subrecipient, such as a social service agency. When financial assistance will be used to provide job training for the creation of a permanent job (or jobs) with a specific business (or businesses), use code 18A, Economic Development Direct: Direct Financial Assistance to For-Profit Business.

- 05I Crime Awareness/Prevention**
Use this code for any program that promotes these goals, including crime prevention education programs and paying for security guards.
- 05J Fair Housing Activities**
(If CDBG, subject to 15 percent public service cap)
Use this code for fair housing services (e.g., counseling on housing discrimination) when the grantee indicates that a national objective will be met. Use code 21 D when a national objective is not stated.
- 05K Tenant/Landlord Counseling**
Use this code for counseling provided to help prevent or settle disputes that occur between tenants and landlords.
- 05L Child Care Services**
Use this code for services that will benefit children (generally under age 13), including parenting skills classes. However, services exclusively for abused and neglected children should be classified under DEN, Abused and Neglected Children.
- 05M Health Services**
Health services activities include operation of neighborhood clinics, post-rape counseling, vermin abatement services (also known as "vector control"), and other activities designed to serve the health needs of residents. (Exception: Mental health services, which should be classified under 05O.)
- 05N Abused and Neglected Children**
Use this code for daycare or other services exclusively for abused and neglected children.
- 05O Mental Health Services**
Use this code for activities designed to address the mental health needs of residents of the community.
- 05P Screening for Lead-Based Paint/Lead Hazards Poisoning**
Use this code for activities designed primarily to provide screening for not removal of lead-based paint and other lead poisoning hazards.

05Q Subsistence Payments

For CDBG, this code should only be used for activities designed to provide one-time or short-term (no more than three months) emergency grant payments on behalf of an individual or family, generally for the purpose of preventing homelessness. Examples include use of CDBG funds to prevent the loss of utilities, or payment of rent/mortgage to prevent eviction.

For other programs, this code may be used for activities that provide tenant subsidies and other payments for expenses **other than** rent or security deposits. If payments are only for rent, code as 05S, Rental Housing Subsidies (HOME Tenant-Based Rental Assistance). Payments for security deposits should be coded 05T, Security Deposits (if HOME, not part of 5 percent Administration cap). For ESG, this code should be used for projects that provide a range of homeless prevention assistance, including short-term subsidies to defray rent and utility arrearages for families, security deposits or first month's rent, payments to prevent foreclosure on a home, mediation and legal services, and other similar programs.

05R Homeownership Assistance (Not Direct)

CDBG: **Prior to December 11, 1995**, this category should be used for Homeownership assistance carried out as a public service. Examples include write-down of mortgage costs, payment of closing costs, and down payment assistance. When carried out as a public service, generally the recipients are not 100 percent low- and moderate-income. The national objective should be shown as LMH.

Effective December 11, 1995, Homeownership under 05R is limited to only homebuyer down payment assistance, and the activity must use the LMH (housing) national objective. (**NOTE:** Homeownership assistance provided by the authority of the National Affordable Housing Act should be classified under code 13, Direct Homeownership Assistance.)

05S Rental Housing Subsidies (HOME Tenant-Based Rental Assistance)

Use this code for tenant subsidies exclusively for rental payments, including HOME Tenant-Based Rental Assistance. Under CDBG, effective December 11, 1995, an activity to provide assistance for this purpose must be carried out by a community-based development organization (CHDO); prior to December 11, 1995, the activity must have been carried out by an eligible subrecipient under 570.204.

For ESG, this code should be assigned to homeless prevention projects that only provide rental subsidies.

05T Security Deposits

For all programs, use this code for activities exclusively providing security deposits as a form of tenant subsidy.

03T Operating Costs of Homeless/AIDS Patients Programs

If this code is used for a CDBG-assisted activity, the activity will be included in the public service calculation, because the use of CDBG funds to pay for the cost of operating homeless/AIDS patients programs is a public service. (NOTE: If this code will be used for an ESG-funded emergency shelter, the activity will be considered a public facility/service.) This code includes all costs associated with the operation of facilities (such as utilities, maintenance, and insurance) for homeless persons and/or AIDS patients.

Housing

Housing includes new construction, rehabilitation, and delivery costs. For CDBG, housing rehabilitation includes "handy-person," paint, smoke detector, and lock installation programs as well as water and sewer connections to housing. (Landscaping may be included as part of a rehabilitation project when performed in conjunction with other rehabilitation activities.) Code 14A should be used for single-family housing, and 14B should be used for privately owned multi-family rehabilitation.

For CDBG, the rehabilitation of facilities or shelters for homeless persons may not be coded under the 14 series. The construction or rehabilitation of homeless shelters and group homes is not generally considered housing; rather, it is considered "Public facilities" under the CDBG program. However, for programs designed to provide permanent housing for homeless persons (rather than temporary shelter), such rehabilitation may be coded under the 14 series.

For CDBG housing service expenses under 201 K, which is restricted to assisting HOME projects, use the codes that apply to the particular HOME projects.

12 Construction of Housing

Use code 12 for the construction of new housing, including the acquisition of the land on which the housing will be constructed.

ESG funds may not be used for the construction of housing.

13 Direct Homeownership Assistance

Under the HOME program, use this code for Homeownership assistance.

Under the CDBG program, assistance provided to facilitate Homeownership may be in the form of subsidizing interest rates and mortgage principal amounts, payment of closing costs and down payment assistance for low- and moderate-income homebuyers, acquiring guarantees for mortgage financing from private lenders, and financing the acquisition by low- and moderate-income persons of housing they already occupy. The assistance may be provided by the grantee or through a subrecipient, and the LMH (housing) national objective should be used. However, if all recipients are not low- or moderate-income persons, the activity must be classified 05R, Homeownership Assistance, Not Direct.

14A Rehabilitation: Single-Unit Residential

This category includes loans and grants for the rehabilitation of privately owned homes. **NOTE:** Under CDBG, single family means one-unit structures.

14B Rehabilitation: Multi-Unit Residential

For CDBG, this category includes the rehabilitation of buildings with two or more residential units. Under the CDBG program, grantees may use 14B for SROs that will provide permanent housing for low- and moderate income persons, including the elderly or persons with disabilities. SROs intended to provide temporary or transitional housing for homeless persons should be classified under the 03 series, Public Facilities and Improvements, rather than under the 14 series.

14C Public Housing Modernization

This type of activity includes the rehabilitation of housing units owned/operated by a public housing authority (PHA) or an Indian housing authority (IHA).

14D Rehabilitation: Other Publicly Owned Residential Buildings

This type of activity includes housing that is owned by a public entity other than a PHA or an IHA. This category may include SROs that are owned by a public entity other than a PHA or IHA. (CDBG: As discussed under 14B above, if the SROs are to provide permanent housing for low income persons, including the elderly or handicapped persons, they may be classified under 14D if they are owned by a public entity other than a PHA or IHA. If such SROs are intended to provide temporary shelter or transitional housing for homeless persons, they should be classified under the 03 series, Public Facilities and Improvements, rather than under the 14 series.)

14F Energy Efficiency Improvements

Code 14F should be used only when it is clear that the activity being funded is a rehabilitation program for the sole purpose of promoting energy efficiency (e.g., a weatherization program).

If an activity will provide energy-efficiency improvements for public housing units or other publicly owned residential buildings, it should be classified as 14C or 14D, as appropriate.

14G Acquisition For Rehabilitation

CDBG: Use code 14G when property is acquired in order that it may be rehabilitated for housing. (Use codes 01 or 17A for other acquisition activities.) 14G may be used to reflect the cost of only the acquisition if the rehabilitation costs will be paid from another source, or it may also include both the costs of acquisition and rehabilitation if the cost of the rehabilitation is also paid with CDBG funds.

For the HOME program, use this code for the acquisition of a structure that requires rehabilitation and will be used to provide affordable rental housing or Homeownership units.

14H Rehabilitation Administration

Use this code for all activity delivery costs (including staff, other direct costs, and service costs) directly related to carrying out housing rehabilitation activities. Examples of these include architectural, engineering, appraisal, and other professional services; preparation of work specifications and work write-ups; loan processing and loan origination fees; surveys, site, and utility plans; application processing; and other fees involving housing rehabilitation.

The costs of administering one or more rehabilitation programs may be classified as separate activities or they may be included as part of the total cost of each rehabilitation activity. Similarly, activities such as "rehabilitation counseling" may be included as part of housing rehabilitation activities coded 14A-14D and 14F. When housing rehabilitation administration is classified in the 14 series, a national objective must be identified. However, housing rehabilitation administration may be included under General Program Administration, code 21, without a national objective being identified. If classified in this manner, though, the activity will be included under the 20 percent Planning and Administration cap.

141 Lead-Based Paint/Lead Hazard Test/Abatement

Use this code when the primary goal of a housing rehabilitation activity is for lead-based paint and hazard evaluation and reduction.

16A Residential Historic Preservation

This code should only be used for the rehabilitation of historic residential structures.

19A This is not a valid code.

Refer to code 21H. HOME Administration/Planning Costs of PJs.

19B This is not a valid code.

Refer to code 211, HOME CHDO Operating Expenses.

Commercial/Industrial Improvements by Grantee or Non-Profit

These codes may be used to identify special economic development activities carried out by the grantee or through a public or private non-profit subrecipient. Under this series, CDBG funds are not given to a specific for-profit business or businesses. Assistance to for-profits for economic development projects should be classified under the 18 series.

17A Commercial/Industrial Land Acquisition/Disposition

Use code 17A if the grantee or subrecipient will acquire land, clear structures, or package commercial or industrial property for a special economic development activity, like creating an industrial park.

17B Commercial/Industrial Infrastructure Development

Use code 17B if the grantee or subrecipient will make street improvements, water improvements, parking additions, rail transport improvements, or other improvements to a site for a special economic development activity. This category may include installation of public improvements in an industrial site or construction of streets/roads to and through commercial/industrial areas.

17C Commercial/Industrial Building Acquisition, Construction, Rehabilitation

Use code 17C if the grantee or subrecipient will acquire, construct, or rehabilitate a commercial/industrial building for a special economic development activity.

17D Other Commercial/Industrial Improvements

Use this code for other commercial and industrial improvements undertaken by the grantee or a non-profit for a special economic development activity that is not covered by 17A, 17B, or 17C.

Direct Economic Development Assistance to Private For-Profits

Direct assistance to a for-profit entity, provided either by the grantee or through a subrecipient, should be classified under the 18 series.

14E Rehabilitation: Publicly or Privately Owned Commercial/Industrial

Use code 14E only if the rehabilitation will be limited to improvements to the exterior of a commercial building (generally referred to as "facade improvements") or to the correction of code violations.

NOTE: Rehabilitation of public facilities should be classified under the 03 series, Public Facilities and Improvements. Also, code 17C (Commercial/Industrial Building Acquisition, Construction, and Rehabilitation) should be used for commercial and industrial building rehabilitation conducted by the grantee or a non-profit as part of a special economic development activity. Code 17B (Commercial/Industrial Infrastructure Development) should be used to indicate funds a grantee or non-profit subrecipient uses to rehabilitate a privately owned commercial/industrial building.

18A ED Direct: Direct Financial Assistance to For-Profit Business

Use code 18A if the grantee or subrecipient will provide financial assistance to a for-profit business. Examples may include loans, loan guarantees, or grants to acquire property, clear structures, construct or rehabilitate a building, and/or purchase equipment. Activities coded 18A generally use a national objective code of LMJ (indicating a benefit to low and moderate-income persons on the basis of the creation or retention of jobs) and report job creation/retention accomplishments.

18B ED Direct: Technical Assistance

Use code 18B if a grantee or subrecipient will provide technical assistance to for-profit businesses. This includes workshops, marketing, or referrals.

18C Micro-Enterprise Assistance

Use code 18C for activities that involve providing financial assistance, technical assistance, or general support services/programs to owners of and persons developing micro-enterprises. (A micro-enterprise is a business with five or fewer employees, including the owner(s).)

General Administrative and Planning Costs

20 Planning

Use code 20 for planning activities identified by the grantee—except those planning activities conducted by HOME participating jurisdictions (PJs), which should be coded 21H.

Examples of the types of activities included under planning and capacity building include development of comprehensive plans (for example, a consolidated plan), energy strategies, community development plans, environmental studies, area neighborhood plans, and functional plans. **NOTE:** A national objective is not required for planning activities.

21A General Program Administration

This code is used to indicate reasonable costs of overall program management, coordination, monitoring, and evaluation. Such costs include (but are not limited to) salaries, wages, and related costs of the recipient's staff or other staff engaged in program administration, which includes (but is not limited to) providing information about the program, preparing program budgets and schedules, preparing reports, and other costs for goods or services needed for administration of the program. This code should also be used to report the use of CDBG funds to administer a federally designated Empowerment Zone or Enterprise Community, or to administer the HOME program.

21B Indirect Costs

Use this code to indicate costs charged to a program under an indirect cost allocation plan.

21C Public Information

This code is used for the provision of information and other resources to residents and citizen organizations participating in the planning, implementation, or assessment of activities.

21D Fair Housing Activities

(Subject to 20 percent Administration cap.) Use code 21 D to identify fair housing activities that are to be included among General Program Administration activities. Fair housing activities classified under 21D are subject to the 20 percent Planning and Administration cap but do not have to have a national objective identified. (NOTE: Fair housing activities carried out as a public service rather than as part of program administration may be classified under 05J, Fair Housing Activities.)

21E Submissions or Applications for Federal Programs

Use this code for the preparation of documents required for submission to HUD to receive funds under the CDBG program and to prepare applications for other federal programs when the grantee has determined that such activities are necessary to achieve its community development needs.

21F This is not a valid code.

Refer to code 05S, Rental Housing Subsidies (HOME Tenant-Based Rental Assistance).

21G This is not a valid code.

Refer to code 05T, Security Deposits.

**21H HOME Administration/Planning Cost of PJs
(Subject to 10 percent Administration cap.)**

Administration and planning costs of a HOME participating jurisdiction (PJ) may include program management, coordination, planning, monitoring, and evaluation activities.

**21I HOME CHDO Operating Expenses
(Subject to 5 percent Operating Expenses cap.)**

Use this code to indicate expenses incurred for operating costs associated with a CHDO carrying out its activities. The actual costs of new housing construction, acquisition, and rehabilitation should not be assigned this code.

04 Clearance and Demolition

Included under this code are activities that involve the clearance or demolition of buildings and improvements, or the movement of structures to other sites.

04A Clean-up of Contaminated Sites/Brownfields

Use this code for activities that are designed primarily for cleaning toxic/environmental waste or contamination from a site.

06 Interim Assistance

There are two circumstances under which the Interim Assistance code may be used:

- a. When making limited improvements (e.g., repair of streets, sidewalks, or public buildings) to areas with determinable signs of physical deterioration when the improvements are intended to arrest deterioration prior to permanent improvements being made.
- b. When the activity will alleviate an emergency condition threatening public health and safety, such as emergency removal of tree limbs or other debris after a major storm.

07 Urban Renewal Completion

This code should be used only if the assistance will be used for the completion of urban renewal projects. (This code refers to the close-out of the urban renewal categorical grant program that preceded CDBG; active urban renewal projects that are now being completed are generally located in large cities.) Activities involving downtown renewal, downtown redevelopment, or urban renewal should NOT be coded 07 unless it is clear that the activity will result in the closing out of an urban renewal project.

08 Relocation

Funds may be used for relocation payments and assistance to displaced persons, including individuals, families, businesses, non-profit organizations, and farms.

09 Loss of Rental Income

This activity involves the use of funds to pay housing owners for the loss of rental income incurred by holding (for temporary periods) housing units to be used for the relocation of individuals and families displaced by CDBG-assisted activities.

10 Removal of Architectural Barriers

NOTE: This code should NOT be used for activities assisted on or after December 11, 1995. Effective December 11, 1995, assisted activities must be classified as either Housing under the 14 series or as Public Facilities and Improvements under the 03 series.

Use this code for activities assisted prior to December 11, 1995, when the activity was undertaken for the purpose of improving the accessibility of facilities for persons with disabilities. Some common activities within this category include curb cuts, wheelchair ramps, or alterations to buildings for increasing handicapped accessibility, such as wider doorways or elevators. This code should be used for public facilities, buildings, or private residences where CDBG funds are used to remove barriers for increasing handicapped accessibility.

11 Privately Owned Utilities

This code should be used for an activity that involves the use of CDBG funds to acquire, reconstruct, rehabilitate, or install the distribution lines and facilities of privately owned utilities, including placing new or existing distribution facilities and lines underground.

15 Code Enforcement

Code enforcement involves the payment of salaries and overhead costs directly related to the enforcement of local codes. Use this code only for payment of costs associated with property inspection and follow-up action, such as legal proceedings. If CDBG funds will be used to correct code violations, use the appropriate rehabilitation code.

16B Non-Residential Historic Preservation

This code should be used for any non-residential historic building that will be rehabilitated. Examples include the rehabilitation of an historic building for use by an historic preservation society, the renovation of an historic building for use as a museum, or the renovation of an historic building for use as a neighborhood facility.

19C CDBG Non-Profit Organization Capacity Building

Use this code for activities funded under the CDBG program that increase the capacity of non-profit organizations to carry out eligible neighborhood revitalization or economic development activities. Activities that strengthen non-profits may include providing staff with specialized training and technical assistance.

- 19D CDBG Assistance to Institutions of Higher Education**
Use this code when assistance is provided to institutions of higher education that have demonstrated a capacity to carry out eligible activities.
- 19E CDBG Operation and Repair of Foreclosed Property**
This code should be used for activities that use CDBG funds to make essential repairs and to pay operating expenses necessary to maintain the habitability of housing units acquired through tax foreclosure in order to prevent abandonment and deterioration of such housing primarily in low- and moderate-income neighborhoods.
- 19F Repayments of Section 108 Loan Principal**
Use this code to indicate repayment of principal for a Section 108 Loan Guarantee.
- 21 Unprogrammed Funds**
This code should only be used to identify funds that have not been programmed for use. This category may include funds identified as reserve or contingency funds.

HUD – Office of Community Planning and Development
Revised 3/98

RESOLUTION NO. CDAB-16-01

A RESOLUTION OF THE CITY OF CUDAHY COMMUNITY DEVELOPMENT ADVISORY BOARD (PLANNING COMMISSION) RECOMMENDING PROJECTS/PROGRAMS FOR COMMUNITY DEVELOPMENT BLOCK GRANT FUNDING DURING THE 2017-18 FISCAL YEAR FOR ADOPTION BY THE CUDAHY CITY COUNCIL

WHEREAS, on August 22, 1974, the President of the United States signed into law the Housing and Community Development Act of 1974 (Act); and

WHEREAS, the primary goals of Title I of the Act are the development of viable urban communities by providing decent housing and a suitable living environment, and expanding economic opportunities, principally for persons of low and moderate income; and

WHEREAS, the City of Cudahy has received notification of the availability of \$325,909 in federal Community Development Block Grant (CDBG) funds to further the attainment of these goals during Fiscal Year 2017-18; and

WHEREAS, community-based and other local non-profit organizations that serve the residents of Cudahy have been invited to submit proposals for the utilization of these funds; and

WHEREAS, the Cudahy City Council has published information regarding eligible activities under the Act and has conducted a public hearing to solicit suggestions from the community for the utilization of these funds.

NOW, THEREFORE, BE IT RESOLVED by the Community Development Advisory Board of the City of Cudahy (Board), that the Board hereby recommends that the Cudahy City Council allocate the City's available CDBG funds for the following purposes:

Single-Unit Housing Rehabilitation	\$ 103,620
Business Assistance Program	\$ 23,403
Code Enforcement	\$ 150,000
Senior Services Program	\$ 20,886
Clara Street Park Food Distribution	\$ 28,000
Total	<u>\$ 325,909</u>

PASSED AND APPROVED, this 21st day of November 2016.
RESOLUTION NO. CDAB 16-01
Page No.2

Martin Fuentes, Chairman

ATTEST:

Michael Allen, Secretary

APPROVED AS TO FORM:

City Attorney

(SEAL)

I, MICHAEL ALLEN, SECRETARY OF THE COMMUNITY DEVELOPMENT ADVISORY BOARD, DO HEREBY CERTIFY that the foregoing Resolution No. CDAB 16-01 was duly and regularly approved by the City of Cudahy Community Development Advisory Board at a regular adjourned meeting thereof held on November 21, 2016 by the following vote:

AYES:

NOES:

Michael Allen, Secretary

**ACTION MINUTES
CUDAHY PLANNING COMMISSION
A Meeting to be held in the City Council Chambers,
5240 Santa Ana Street, Cudahy, California,
Monday, October 17, 2016 – 6:00 P.M.**

1. CALL TO ORDER

Vice Chairperson Alcantar called the meeting to order at 6:10 p.m.

2. ROLL CALL

Present: Commissioner Corvera-Hernandez
Commissioner de Santiago
Commissioner Mendoza
Vice Chairperson Alcantar

Absent: Chairperson Fuentes

Staff Present: Community Development Manager, Michael R. Allen

3. PLEDGE OF ALLEGIANCE

Pledge of Allegiance was led by Commissioner de Santiago.

4. Presentations

None.

5. PUBLIC COMMENT

Vice Chairperson Alcantar announced that this was the time set aside for citizens to address the Planning Commission on matters relating to Commission business. When addressing the Commission please speak into the microphone and voluntarily state your name and address. **Each person will be allowed to speak only once and will be limited to five (5) minutes.** The proceedings of this meeting are recorded on audio CD.

Hearing no speakers – Public Comment was closed.

6. WAIVE FULL READING

- A.** Approval to waive the full text reading of all resolutions on the agenda and declare that said titles which appear on the public agenda shall be determined to have been read by title only.

Recommendation: *Motion to waive the full text reading of all resolutions on the agenda.*

MOTION: Commissioner de Santiago moved the motion to approve item 6A, motion seconded by Vice Chairperson Alcantar, which carried with the following roll call vote:

Ayes: Corvera-Hernandez, de Santiago, Mendoza, Alcantar
Noes: None
Abstention: None
Absent: Chairman Fuentes

Motion Approved

7. PUBLIC HEARING

None.

8. BUSINESS SESSION

- A. A request to approve the minutes of the Special Planning Commission meeting held on Thursday, June 23, 2016.

Recommendation: *Staff recommends the Planning Commission to approve the minutes of the Special Planning Commission meeting held on June, 23.*

MOTION: Commissioner de Santiago moved the motion to approve item 6A, motion seconded by Vice Chairperson Alcantar, which carried with the following roll call vote:

Ayes: Corvera-Hernandez, de Santiago, Mendoza, Alcantar
Noes: None
Abstention: None
Absent: Chairman Fuentes

Motion Approved

9. COMMISSION BUSINESS

- A. University of California, Los Angeles (UCLA) Luskin School of Public Affairs partnered with the Cudahy Planning Division in the preparation of cursory review of programs and needs were assessed into a final report: Enabling Sustainable and Equitable Growth in Cudahy, CA. Presentation given by Herbie Huff. The Planning Commission is requested to receive and file the Enabling Sustainable and Equitable Growth in Cudahy, CA.

Recommendation: *Staff recommends the Planning Commission approve PC Resolution No. 16-02.*

Commission members discussed questions with Herbie Huff, Paul Deibel (consultant), and Community Development Manager Michael Allen regarding the implementation of proposed recommendations.

MOTION: Commissioner de Santiago moved the motion to approve item 9A, motion seconded by Commissioner Mendoza, which carried with the following roll call vote:

Ayes: Corvera-Hernandez, de Santiago, Mendoza, Alcantar
Noes: None
Abstention: None
Absent: Chairman Fuentes

Motion Approved

10. ADJOURNMENT

The special meeting of the Cudahy Planning Commission was adjourned at 7:15 p.m. October 17, 2016 in the City Council Chambers, 5240 Santa Ana St., Cudahy, California.

PASSED AND APPROVED, this 21st Day of November 2016

Elizabeth Alcantar,
Vice Chair

ATTEST:

Michael Allen,
Community Development Manager

