



**LA HABRA  
COMMUNITY SERVICES COMMISSION**

**REGULAR MEETING  
WEDNESDAY, FEBRUARY 10, 2021  
6:30 P.M.**

**COUNCIL CHAMBER  
100 EAST LA HABRA BOULEVARD  
LA HABRA, CALIFORNIA 90631**

**PUBLIC ADVISORY:  
THE COUNCIL CHAMBER  
WILL NOT BE OPEN TO THE PUBLIC**

Pursuant to Section 3 of Executive Order N-29-20, issued by Governor Newsome on March 17, 2020, the Regular Meeting of the City of La Habra Community Services Commission for FEBRUARY 10, 2021, will be conducted telephonically through Zoom. Please be advised that pursuant to Executive Order, and to ensure the health and safety of the public by limiting human contact that could spread the COVID-19 virus, the Council Chamber will not be open for the meeting. Community Services Commissioners will participate telephonically and will not be physically present in the Council Chamber.

In accordance with Executive Order N-25-20, guidance from the California Department of Public Health on gatherings, and in an effort to slow the spread of COVID-19 and to ensure the health and safety of our community, remote public participation can be done by:

1. Submitting an email to [kalbarian@lahabraca.gov](mailto:kalbarian@lahabraca.gov) no later than 5:15 p.m. on Wednesday, February 10, 2021.
2. Participating via Zoom during the meeting on an audio only conference call by dialing **1-669-900-6833** and entering Meeting ID: **847-3255-8676** and Passcode **436119**. Please note, you will enter the meeting muted, but if you want to comment during the public comment portions of the agenda, press \*9, at the appropriate time indicated by the Chair during the meeting, and your call will be selected from the meeting cue. Before you press \*9, turn off other electronic devices and turn down background noise at your location to avoid interference with your call. Please note that speakers must limit their comments to three minutes each and that the total time period for public comments is 30 minutes.

Your patience with these changes is appreciated as the City adjusts to new ways of conducting business during the COVID-19 pandemic.

**CALL TO ORDER:** Council Chamber

**INVOCATION:**

**PLEDGE OF ALLEGIANCE:**

**ROLL CALL:** Chair Laveaga  
Vice Chair Kempker  
Commissioner Felix  
Commissioner Garcia  
Commissioner Schmidt  
Commissioner Surich  
Commissioner Trujillo

**PUBLIC COMMENTS:** When addressing the Commission, please complete a Speaker's Card before leaving the Council Chamber.

General Public Comments shall be received at the beginning of the governing body meeting and limited to three (3) minutes per individual, with a total time limit of 30 minutes for all public comments, unless otherwise modified by the Chair. Speaking time may not be granted and/or loaned to another individual for purposes of extending available speaking time, and comments must be kept brief, non-repetitive, and professional in nature.

The general Public Comment portion of the meeting allows the public to address any item of City business not appearing on the scheduled agenda. Per Government Code Section 54954.3(a), such comments shall not be responded to by the governing body during the meeting.

**CONSENT CALENDAR:**

All matters on Consent Calendar are considered to be routine and will be enacted by one motion unless a Commissioner, City staff member, or member of the audience requests separate action or removal of an item. Removed items will be considered following the Consent Calendar portion of this agenda. Public comment shall be limited to three (3) minutes per individual, with a total time limit of 30 minutes per item that has been removed for separate discussion, unless otherwise modified by the Chair. Speaking time may not be granted and/or loaned to another individual for purposes of extending available speaking time, and comments must be kept brief, non-repetitive, and professional in nature.

1. COMMUNITY SERVICES COMMISSION MEETING MINUTES  
That the Community Services Commission approve the meeting minutes of January 13, 2020.

**CONSENT CALENDAR ITEMS REMOVED FOR SEPARATE DISCUSSION:**

**PUBLIC HEARINGS:**

Public comments shall be unlimited per individual, and there is no limit to the total amount of time available for public comments for each Public Hearing item on the agenda. Comments must be kept brief, non-repetitive, and professional in nature.

**CONSIDERATION ITEMS:**

Any member of the audience may request to address the Commission on any Consideration Item, prior to the Commission taking a final vote on the item. Public comment shall be limited to three (3) minutes per individual, with a total time limit of 30 minutes per Consideration Item, unless otherwise modified by the Chair. Speaking time may not be granted and/or loaned to another individual for purposes of extending available speaking time, and comments must be kept brief, non-repetitive, and professional in nature.

1. EHS Monthly Report  
Recommendation: EHS monthly report for review and approval.

2. **Discussion**

The City of La Habra’s Community Development Department accepted proposals/applications for the use of the 2021-2022 Community Development Block Grant (CDBG) funds allocated by the U.S. Department of Housing and Urban Development (HUD). The interested agencies submitted written proposals/applications for the implementation of programs that comply with Federal regulations relative to the Housing and Community Development Act of 1974, as amended that meet one of the three National objectives:

1. To benefit very low, low, and moderate-income persons in La Habra
2. To aid in the prevention or elimination of slum and/or blight
3. To meet community development needs having a particular urgency (i.e. health and safety issues, natural disasters)

At its Commission Meeting on November 18, 2020, the Commission discussed in detail the 2021-2022 Annual Action Plan Priority Needs.

Table A provides the ranking of Low and High priority the Commission established for program year 2021-2022.

Housing and Community Development Needs	Total Score		Average Priorities	Overall Priorities for 2021-2022	Adopted 5-Year Plan Priorities
	Low Priority	High Priority			
<i>Preserve the Supply of Affordable Housing</i>		5	5	HIGH	HIGH
<i>Ensure Equal Access to Housing Opportunities</i>		5	5	HIGH	HIGH
<i>Provide Public Services for Low-Income Residents</i>		5	5	HIGH	HIGH
<i>Public Services for Residents with Special Needs</i>		5	5	HIGH	HIGH
<i>Promote Economic Opportunity</i>		5	5	HIGH	HIGH
<i>Improve City Public Facilities and Infrastructure</i>	2	3	5	HIGH	HIGH

Lastly, on January 13, 2021 applicants were invited to give a three-minute presentation on their request for CDBG funding before the Commission via audio zoom.

The City Council will conduct a public hearing on April 19, 2021 on the draft 2021-2022 Annual Action Plan. The actions of the City Council will be forwarded to HUD.

**Applications**

The following applications were submitted for FY 2021-2022:

**Public Facility Activities**

The Public Works Department has developed a list of projects that have currently received CDBG funding. These projects are expected to be multi-year projects. This request represents year-two request in efforts to continue towards completion of the projects.

**Project Name: Community Center Parking Lot (multi-year)**

**FY20-21 Approved Amt: \$396,623**  
**Amount Requested: \$196,623**  
**Amount Recommended: \$196,623**  
**CDBG Total Cost: \$396,623**

This project will continue the design and construction of a new parking lot at the Community Center located in census tract/block group 12.01/2. Funds provided during FY 2020 helped with the cost that will be used to towards the abatement of lead-based paint, asbestos, the demolition of the project as well as starting the design of the parking lot. Funds requested during FY 2021-2022 should allow the project to start and complete construction.

**Project Name: Old Reservoir Park Improvement Project (multi-year)**

**FY20-21 Approved Amt: \$ 51,125**  
**Amount Requested: \$ 33,000**  
**Amount Recommended: \$ 33,000**  
**CDBG Approx. Total Cost: \$284,125**

This project will continue the design and construction of new sidewalks, lighting, playground equipment, shade structures, walking trail, planter areas, perimeter block wall, landscaping, and irrigation system. The project is located in census tract/block group 14.01/1. The funds provided during FY 2020 -2021 assisted with the cost of design. The funds requested for FY 2021-2022 should assist with completing the design. Staff anticipates requesting funding for construction during FY 2022-2023.

**Project Name: Portola Park Sports and Cultural Arts Complex Improvement Plan (new request)**  
**Amount Requested: \$350,000**  
**Amount Recommended: \$0.00**

The goal of the project would be to clean up the Portola Park Sports and Cultural Arts Complex by removing the blighted area and enhance the usage for members of the surrounding area, the City of La Habra, and our visitors. This project will continue to request funds in the next few funding cycles.

**Project Name: Alley Improvement Program (multi-year)**

**FY20-21 Approved Amt: \$204,448**  
**Amount Requested: \$150,000**  
**Amount Recommended: \$150,377**  
**CDBG Approx. Total Cost: \$204,825**

The Alley Master Plan is a tool used by the City to effectively and equitably manage the alley system for the entire City. During FY 2020-2021 funds were provided to make improvements in census tracts/block groups 12.01/2 and 12.02/3. The funds provided during FY 2020-2021 allowed for the design of the alley improvements. The funds requested during FY 2021-2022 will allow for the construction of the improvements to be completed.

**Project Name: Aldrich Improvement Project (multi-year)**

**FY20-21 Approved Amt: \$454,000 (through a substantial amendment)**  
**Amount Requested: \$ 62,000**  
**Amount Recommended: \$ 62,000**  
**CDBG approx. Total Cost: \$716,000**

During FY 2020-2021 an opportunity arose to start long-term revitalization of La Habra Boulevard. The City is negotiating the purchase of a vacant parcel that will be utilized for public parking and can assist with parking for city events as well as assist businesses meet parking requirements. A Substantial Amendment for the use of CDBG funds is underway for FY 2020-2021 to purchase the land. Funds requested for FY 2021-2022 will allow for the design to be completed. Staff anticipates requesting CDBG funds for FY 2022-2023 to complete construction of the parking lot. The project is located in census tract/block group 12.02/3 on the north east corner of 1st Avenue and Aldrich Street.

**Public Service Activities (Limited to a 15% cap)**

**Project Name: Graffiti Removal**  
**Amount Requested: \$65,000**  
**Amount Recommended: \$65,000**

The program is intended to provide La Habra residents and businesses a graffiti free environment and a positive community image. The program removes graffiti from public and private property to discourage further graffiti, maintain property standards and prevent neighborhood degradation.

**Project Name: La Habra Community Employment Program**  
**Amount Requested: \$35,000**

**Amount Recommended: \$17,476**

In FY 2020-2021, the Employment and Training Division of the Community Services Department initiated a program, through CDBG funding, that provides a service to connect La Habra residents to training and greater employment opportunities as well as La Habra businesses to qualified, pre-screened applicants.

Also, being funded with CDBG CARES Act (CDBG-CV) Grant Funds in the amount of \$30,000 during FY 2019-2020.

**Project Name: Social Services Outreach and Program Coordination (new request)**  
**Amount Requested: \$85,000**  
**Amount Recommended: \$0.00**

Researching the possibility of funding through CDBG CARES Act (CDBG-CV) Grant Funds.

**Project Name: Fair Housing (mandatory)**  
**Amount Requested: \$9,524**  
**Amount Recommended: \$9,524**

Fair Housing is mandatory for jurisdictions receiving CDBG funds. There are regulations and requirements of fair housing and equal opportunity laws applicable to CDBG projects. To be in compliance, the grantee (City of La Habra) must adhere to all the tenets of fair housing and equal opportunity regulations. Fair housing and equal opportunity laws are like an umbrella, intended to protect individuals from discrimination in housing, employment, through business opportunities such as contracting, or through other benefits created by CDBG projects.

**Project Name: Fair Housing Council of OC (new request)**  
**Amount Requested: \$8,750**  
**Amount Recommended: \$0.00**

Funded in past years, new staff and commission members not familiar with the operation of this organization.

**Project Name: Mercy House**  
**Amount Requested: \$10,000**  
**Amount Recommended: \$10,000**

Homelessness has become a continuous issue in our community. Mercy House has been successful the past three FY's in providing emergency shelter and services to homeless individuals from La Habra.

The City received 12 program requests from five (6) agencies/departments for use of CDBG funds totaling \$1,140,932 for fiscal year 2021-2022. The CDBG proposals include activities and projects such as: Fair Housing Services (mandatory for jurisdictions that receive CDBG funds); public facilities, street and alley improvements; public services such as graffiti, homeless services and employment program. HUD regulations mandate expenditure limits for two categories: 1) Administration (20% cap) and 2) Public Services (15% cap). Program Administration may not exceed 20% of the entitlement and Public Services activities are limited to 15% of the entitlement. The CDBG program year 2021-2022 expenditure caps for Administration and Public Services are \$136,000 and \$102,000 respectively. Staff is recommending the funding of 9 projects (including Planning and Administration 20% cap, which covers cost of staff, Notices and consultant that is used for policy planning, management, environmental process, assist with submission of reports in the HUD reporting system for Federally funded programs, etc.) totaling \$680,000. These are anticipated total estimates and project amounts may be adjusted up or down, once HUD releases final numbers. Due to limited funding, not all requests can be accommodated (see attached Summary with staff's recommendations).

**Recommendation/Requested Action**

It is recommended that the Committee approve funding recommendations for CDBG funds for Fiscal Year 2021-2022. The Committee's funding recommendations will be forwarded to City Council along with staff's recommendations for review during the Public Hearing.

It is recommended that the Community Services Commission approve funding recommendations for CDBG funds for Fiscal Year 2021-2022. The Commission's funding recommendations will be forwarded to City Council along with staff's recommendations for review during the Public Hearing.

**COMMENTS FROM STAFF:**

**COMMENTS FROM COMMISSIONERS:**

**ADJOURNMENT:** Adjourned to Wednesday, \_\_\_\_\_, 2021, at 6:30 p.m. in the City Council Chamber, 100 East La Habra Boulevard.

Except as otherwise provided by law, no action shall be taken on any item not appearing in the foregoing agenda. A copy of the full agenda packet is available for public review at the Office of the City Clerk during regular business hours, and on the City's webpage <http://www.lahabracalifornia.gov>.

Materials related to an item on this Agenda submitted to the Commission after distribution of the agenda packet are available for public inspection in the City Clerk's Office at 110 East La Habra Boulevard, La Habra, during normal business hours.

In accordance with the Federal Americans with Disabilities Act of 1990, should you require a disability-related modification or accommodation, including auxiliary aids or services to participate in the meeting due to a disability, please contact the Community Services Department at (562) 383-4200.

DECLARATION: This agenda was posted on the bulletin boards outside the south entrance of City Hall and the Council Chamber, where completely accessible to the public, at least 72 hours in advance of the Commission Meeting.

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Kimberly Albarian, Secretary