

CITY OF PASADENA
Community Development Commission Minutes
October 27, 2008 – 5:30 P.M.
City Hall Council Chamber

Teleconference Location:
Residence
580 West Howard Street
Pasadena, California

REGULAR MEETING

OPENING: Chair Bogaard called the regular meeting to order at 6:54 p.m.

ROLL CALL:
Commissioners:

Chair Bill Bogaard
Vice Chair Steve Haderlein
Commissioner Victor Gordo
Commissioner Chris Holden (Absent)
Commissioner Steve Madison (Absent)
Commissioner Margaret McAustin
Commissioner Jacque Robinson (Participated via
teleconference beginning at 6:54 p.m.)
Commissioner Sidney F. Tyler

Staff:

Chief Executive Officer Michael J. Beck
General Counsel Michele Beal Bagneris
Secretary Mark Jomsky

PUBLIC COMMENT No one appeared for public comment.

MINUTES APPROVED October 13, 2008

It was moved by Vice Chair Haderlein, seconded by Commissioner McAustin, to approve the above minutes, as submitted:

AYES: Commissioners Gordo, McAustin, Robinson, Tyler,
Vice Chair Haderlein, Chair Bogaard

NOES: None

ABSENT: Commissioners Holden, Madison

RECESS On order of the Chair, the regular meeting of the Community Development Commission recessed at 6:55 p.m. to the regular meeting of the City Council.

RECONVENED/JOINT MEETING On order the Chair, the regular meeting of the Community Development Commission reconvened at 8:41 and recessed at this time to a joint meeting with the City Council. (Absent: Commissioners Holden, Madison)

JOINT PUBLIC HEARING: DRAFT CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (2007-2008 PROGRAM YEAR) FOR PROJECTS FUNDED

FROM COMMUNITY DEVELOPMENT BLOCK GRANT, EMERGENCY SHELTER GRANT, HOME INVESTMENT PARTNERSHIP ACT, AND HUMAN SERVICES ENDOWMENT FUND PROGRAMS; CDBG REQUEST FOR PROPOSALS FOR NON-PUBLIC SERVICES PROJECTS (2009-2010 PROGRAM YEAR)

Recommendation of City Manager/Chief Executive Officer:

It is recommended that the City Council/Community Development Commission, following the public hearing, take the following actions:

- (1) Approve the submission to the U.S. Department of Housing and Urban Development ("HUD") of the Draft Consolidated Annual Performance and Evaluation Report ("CAPER") for the 2007-2008 Program Year for projects funded under the Community Development Block Grant ("CDBG"), Emergency Shelter Grant, HOME Investment Partnership Act, and Human Services Endowment Fund programs; and
- (2) Authorize the issuance of the CDBG Request for Proposals for funding of Non-Public Services Projects for the 2009-2010 Program Year.

The Chair opened the public hearing.

The Secretary reported the notice of public hearing was published on October 9, 2008 in the Pasadena Journal; and no correspondence was received.

Stephanie DeWolfe, Acting Assistant City Manager, introduced the agenda item.

Jim Wong, Acting Director of Housing Department, summarized the agenda report, and responded to questions regarding the oversight process for the grant sub-recipients.

The Chief Executive Officer differentiated between the staff oversight process for the sub-recipients' programs and the annual auditing process performed by the U.S. Department of Housing and Urban Development (HUD) on the City staff's oversight of the individual sub-recipients' programs and staff's overall management of the federal grant program. He noted that a financial audit and a management performance audit of the Housing Department will be conducted to determine if existing financial protocols and management operations are adequate, to ensure that federal regulations, appropriate financial standards, and management practices are being followed.

In response to Commissioner Tyler's questions, the Chief Executive Officer indicated that data on the job training component of the City's Maintenance Assistance Services to Homeowners (MASH) program could be provided in his weekly letter to Council and as part of future annual Consolidated Annual Performance and Evaluation Report (CAPER) presentations.

Commissioner Tyler asked that information on the MASH program include the historical graduation rate data, the number of job placements in the past year, where the job placements were made, and a sense of where the placements have been successful and where they have failed.

In response to Commissioner McAustin's questions, Ms. DeWolfe indicated that a recent technical study of the Pasadena Development Corporation's (PDC) Small Business Assistance program conducted by the Urban Land Institute was being reviewed by staff, with a report and recommendations on the program to be provided to Council within 30-60 days.

The following persons thanked the City for the past and current grants that had been awarded to Outward Bound Adventures, Inc.:

Robert Sendrey, Outward Bound Associate Program Director
Martha McClellan-Morehouse, Outward Bound Deputy Executive Director

It was moved by Commissioner Tyler, seconded by Commissioner Gordo, to close the public hearing. (Motion unanimously carried) (Absent: Commissioners Holden, Madison)

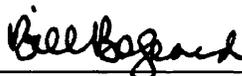
It was moved by Commissioner Gordo, seconded by Vice Chair Haderlein, to approve the City Manager's/Chief Executive Officer's recommendations:

AYES: Commissioners Gordo, McAustin, Robinson, Tyler, Vice Chair Haderlein, Chair Bogaard

NOES: None

ABSENT: Commissioners Holden, Madison

On order of the Chair, the joint meeting with the City Council adjourned at 8:58 p.m. and the regular meeting of the Community Development Commission adjourned at this time.



Bill Bogaard, Chair
Community Development Commission

ATTEST:



Secretary