

CITY OF PASADENA

Community Development Commission Minutes
November 3, 2003 - 5:30 P.M.
City Hall Council Chamber

REGULAR MEETING

OPENING: Chair Bogaard called the regular meeting to order at 8:30 p.m.

ROLL CALL:
Commissioners:

Chair Bill Bogaard
Vice Chair Sidney F. Tyler, Jr.
Commissioner Victor Gordo
Commissioner Steve Haderlein
Commissioner Chris Holden
Commissioner Paul Little
Commissioner Steve Madison
Commissioner Joyce Streater

Staff:

Chief Executive Officer Cynthia J. Kurtz
General Counsel Michele Beal Bagneris
Secretary Jane Rodriguez

PUBLIC COMMENT

No one appeared for public comment.

PUBLIC HEARING

PUBLIC HEARING: APPROVAL OF MODIFIED TERMS TO OWNER PARTICIPATION, PURCHASE, DEVELOPMENT, LOAN AND LEASE AGREEMENT BETWEEN LOS ANGELES COMMUNITY DESIGN CENTER AND PASADENA COMMUNITY DEVELOPMENT COMMISSION FOR THE ORANGE GROVE GARDENS APARTMENTS DEVELOPMENT AT 252-284 E. ORANGE GROVE BOULEVARD

Recommendation of Chief Executive Officer: It is recommended that the Pasadena Community Development Commission ("Commission") take the following actions:
(1) After conducting a public hearing, approve modified terms and provisions of that certain Owner Participation, Purchase, Development, Loan and Lease Agreement (the "Agreement") between the Los Angeles Community Design Center ("Developer") and the Commission as described in the agenda report; and
(2) Authorize the Chief Executive Officer to execute, and the Secretary to attest, the Agreement and to take all actions necessary to implement the Agreement as modified. (Agreement No. CDC-517)

Recommendation of Community Development Committee: The Community Development Committee, at its regular meeting on October 23, 2003, unanimously recommended approval of the subject recommendation.

The Chair opened the public hearing.

Commissioner Holden was excused at 8:31 p.m.

The Secretary reported the notice of public hearing was published on October 20 and 27, 2003, in the Pasadena Star News; no letters were received.

Mr. James Wong, Project Manager, summarized the agenda report and responded to questions. He clarified that all the units, with the exception of the manager's unit, will be rented to very low-income and low-income households.

No one appeared for public comment.

It was moved by Commissioner Little, seconded by Commissioner Haderlein, to close the public hearing. (Motion unanimously carried) (Absent: Commissioner Holden)

Following discussion, it was moved by Commissioner Little, seconded by Vice Chair Tyler, to approve the Chief Executive Officer's recommendation. (Motion unanimously carried) (Absent: Commissioner Holden)

RECESS

On order of the Chair, the regular meeting of the Community Development Commission recessed at 8:45 p.m. to the regular meeting of the City Council.

RECONVENED

On order of the Chair, the regular meeting of the Community Development Commission reconvened at 10:01 p.m. (Absent: Commissioner Holden)

**REPORTS AND
COMMENTS FROM
COMMITTEES**

FINANCE COMMITTEE

Commissioners Haderlein and Streater were excused at 10:02 p.m.

APPROVAL OF FIRST IMPLEMENTATION AGREEMENT TO THE DISPOSITION, DEVELOPMENT AND LOAN AGREEMENT (CDC-16) WITH VILLA LOS ROBLES PARTNERS, L.P. FOR THE REHABILITATION OF EIGHT (8) RENTAL UNITS AT 473 NORTH LOS ROBLES AVENUE, PASADENA

Recommendation of Chief Executive Officer: It is recommended that the Pasadena Community Development Commission ("Commission") take the following actions:

(a) Adopt a resolution:

(1) Finding that the rehabilitation of the existing units at 473 North Los Robles Avenue, Pasadena, and the rental of the eight (8) dwelling units (Project) does not have a significant effect on the environment and has been determined to be categorically exempt under Class 3 of the California Environmental Quality Act (CEQA), and specifically, Section 15303 of the State CEQA Guidelines.

(2) Authorizing and directing the Secretary of the Commission to prepare and file with the County Clerk a Notice of Exemption for

the Project under and pursuant to Sections 15303 of the State CEQA Guidelines.

(3) Approving the terms and provisions of the First Implementation Agreement to the Disposition, Development and Loan Agreement (CDC-16) (DDA) between the Commission and Villa Los Robles Partners, L.P. (Developer); and

(4) Authorizing the Chief Executive Officer of the Commission to execute, and the Secretary to attest, the First Implementation Agreement and related documents of senior lienholders.

(b) Approve a journal voucher transferring \$200,000 from the Housing Opportunity Fund (HOF) (Account No. 8167-810-684120-51308) to the Villa Los Robles Partners, L.P. Project pursuant to the terms and provisions of the First Implementation Agreement. (Resolution No. CDR-227; Agreement No. CDC-16; Journal Voucher 2004-16)

Recommendation of Advisory Bodies: On October 14, 2003, the Northwest Commission reviewed and recommended Commission approval of the staff recommendation along with a request for information regarding the plumbers who performed repairs on the lines in October 2002. On October 23, 2003, the Community Development Committee reviewed and recommended the subject approval. The Fair Oaks Project Area Committee did not review the recommendation due to a lack of quorum at its meeting on October 8, 2003.

Commissioner Little, Chair of the Finance Committee, briefly summarized the staff report.

It was moved by Commissioner Little, seconded by Commissioner Gordo, to approve the Chief Executive Officer's recommendation. (Motion unanimously carried) (Absent: Commissioners Haderlein, Holden, Streater)

RECESS/JOINT MEETING

On order of the Chair, the regular meeting of the Community Development Commission recessed at 10:03 p.m. to a joint meeting with the City Council. (Absent: Commissioners Haderlein, Holden, Streater)

FINANCE/AUDIT COMMITTEE

JOINT ACTION: FISCAL YEAR 2003 ANNUAL FINANCIAL REPORTS

Recommendation of City Manager/Chief Executive Officer: It is recommended that the following audit reports for the year ending June 30, 2003 be received by the City Council and/or Pasadena Community Development Commission (PCDC):

- Comprehensive Annual Financial Report
- Single Audit Report on Federal Awards
- Pasadena Community Development Commission Annual Financial Report
- Pasadena Center Operating Company Financial Statements
- Rose Bowl Operating Company General Purpose Financial Statements
- Pasadena Fire and Police Retirement System Report on

- Audited Financial Statements and Required Supplemental Information (Final Draft)
- Air Quality Improvement Fund Financial and Compliance Report
- Independent Accountant's Report on Agreed-Upon Procedures Applied to Appropriation Limit Worksheets
- Independent Accountant's Report on Agreed-Upon Procedures Applied to Employee Deduction for the Internal Revenue Code Section 457
- Management Letters - City of Pasadena, Rose Bowl Operating Company and Pasadena Center Operating Company
- Report on Compliance and on Internal Control Over Financial Reporting Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards.

Commissioner Little, Chair of the Finance Committee, introduced the item.

Mr. Jay Goldstone, Director of Finance, summarized the report.

Commissioner Haderlein returned at 10:06 p.m.

Mr. Ken Al-Imam, Conrad and Associates, reported on the results of the audit.

Commissioner Little commended staff and Mr. Al-Imam for their good work.

It was moved by Commissioner Little, seconded by Commissioner Gordo, to approve the City Manager/Chief Executive Officer's recommendation. (Motion unanimously carried) (Absent: Commissioners Holden, Streator)

On order of the Chair, the joint meeting with the City Council adjourned at 10:10 p.m., and the regular meeting of the Community Development Commission recessed at 10:10 p.m. to the regular meeting of the City Council.

RECONVENED

On order of the Chair, the regular meeting of the Community Development Commission reconvened at 10:11 p.m. (Absent: Commissioners Holden, Streator)

MINUTES APPROVED

September 22, 2003
October 6, 2003

It was moved by Vice Chair Tyler, seconded by Commissioner Little, to approve the above minutes as submitted. (Motion unanimously carried) (Absent: Commissioners Holden, Streator)

APPLICATION TO THE CALIFORNIA DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT'S (HCD)

CALHOME PROGRAM NOTICE OF FUNDING AVAILABILITY (NOFA) FOR \$250,000 FOR THE EXTERIOR ACCESSIBILITY GRANTS FOR RENTERS PROGRAM (EAGR)

Recommendation of Chief Executive Officer: It is recommended that the Pasadena Community Development Commission ("Commission") adopt a resolution:

(a) Approving the submittal of an application to the California Department of Housing and Community Development (HCD) for a \$250,000 grant for the Exterior Accessibility Grants for Renters Program (EAGR) under HCD's Funding of Notice of Availability (NOFA); and

(b) Authorizing the Chief Executive Officer to execute, and the Secretary to attest any and all documents necessary to facilitate the submittal of the application, implementation, and administration of the proposed program. (Resolution No. CDR-228)

Recommendation of Community Development Committee: On October 23, 2003, the Community Development Committee reviewed and recommended approval of the subject recommendation.

It was moved by Commissioner Little, seconded by Commissioner Gordo, to approve the Chief Executive Officer's recommendation. (Motion unanimously carried) (Absent: Commissioners Holden, Streater)

On order of the Chair, the regular meeting of the Community Development Commission adjourned at 8:13 p.m.



Bill Bogaard, Chair
Community Development Commission

ATTEST:



Secretary
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