

CITY OF PASADENA
Community Development Commission Minutes
March 28, 2005 – 5:30 P.M.
Pasadena Senior Center, Multi-Purpose Room
85 East Holly Street

REGULAR MEETING

OPENING: Chair Bogaard called the regular meeting to order at 7:00 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 (Absent)
Commissioner Joyce Streater

Staff:

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

No one appeared for public comment.

**AMENDMENT TO PROFESSIONAL SERVICES CONTRACT
NO. CDC-534 WITH KEYSER MARSTON ASSOCIATES FOR
ECONOMIC CONSULTING SERVICES**

Recommendation of Chief Executive Officer:

(1) Authorize the Chief Executive Officer to amend Professional Services Contract No. CDC-534 with Keyser Marston Associates for continuation of economic consulting services on affordable housing projects and inclusionary housing requirement issues, by increasing the contract from \$74,999 to \$150,000; and
(2) Approve a Journal Voucher appropriating \$75,001 from the unappropriated Affordable Housing Trust Funds balance to Account No. 8115-810-684120 (Housing Trust Funds Administrative Account). (Contract Amendment No. CDC-534-1; Journal Voucher No. 2005-51)

Commissioner Little, Chair of the Finance Committee, reviewed the agenda report.

Commissioner Holden endorsed the quality of the services provided by Keyser Marston Associates.

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

RECESS

On order of the Chair, the regular meeting of the Community Development Commission recessed at 7:03 p.m. to the regular meeting of the City Council.

RECONVENED/JOINT MEETING

On order of the Chair, the regular meeting of the Community Development Commission reconvened at 8:01 p.m. to a joint meeting with the City Council. (Absent: Commissioner Madison)

JOINT ACTION: COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) AND EMERGENCY SHELTER GRANT (ESG) PROGRAMS REPROGRAMMING RECOMMENDATION (2004/2005 AND 2005/2006)

Recommendation of City Manager/Chief Executive Officer:

It is recommended that the City Council/Community Development Commission approve the following reprogramming:

- (1) CDBG funds in the amount of \$48,000 (\$24,000 per year) to Community Health Alliance of Pasadena's Making Smiles Bright: Dental Health for Children; and
- (2) ESG funds in the amount of (a) \$35,000 to the Ecumenical Council of Pasadena Area Churches' Emergency Homeless Response Program; and (b) \$11,324 to Union Station Foundation's Sources: Job Training/Preparation Program. (Contract Amendment Nos. CDC-541-1 and CDC-545-1)

Recommendation of Human Services Commission: On February 22, 2005, the Human Services Commission recommended to the City Council/Pasadena Community Development Commission approval of the subject recommendation.

The Chief Executive Officer introduced the agenda item.

Mr. John Depew, Program Coordinator, reviewed the agenda report and responded to questions.

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

RECESS

On order of the Chair, the joint meeting with the Community Development Commission adjourned at 8:05 p.m., and the regular meeting of the Community Development Commission recessed at this time to the regular meeting of the City Council.

RECONVENED

On order of the Chair, the regular meeting of the Community Development Commission reconvened at 8:15 p.m. (Absent: Commissioner Madison)

APPROVAL OF MINUTES

February 14, 2005 (Cancelled)
February 21, 2005 (Cancelled)

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

RECESS

On order of the Chair, the regular meeting of the Community Development Commission recessed at 8:16 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 8:21 p.m. (Absent: Commissioner Madison)

PUBLIC HEARING: APPROVAL OF THE SUBMITTAL OF THE PUBLIC HOUSING AGENCY ANNUAL PLAN (2005-2006) TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

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

- (1) Hold a public hearing to take comments on the Public Housing Agency Annual Plan (2005-2006); and
- (2) Approve the Public Housing Agency Annual Plan (2005-2006) and authorize the Chief Executive Officer to execute any and all documents pertaining to its submission to the U.S. Department of Housing and Urban Development.

Recommendation of Advisory Bodies: The Public Housing Agency Annual Plan (2005-2006) (the "PHA Plan") was submitted to the Resident Advisory Board (RAB) on February 23, 2005, for comments and recommendations. The RAB is comprised of individuals receiving rental assistance from the Pasadena Community Development Commission (PCDC). All RAB members present voted to recommend approval of the submission of the PHA Plan to the PCDC.

On March 8, 2005, the PHA Plan was submitted to Northwest Commission as an information item. On March 10, 2005, the PHA Plan was submitted to the Community Development Committee (CDC) for comment and recommendation. Upon review, the CDC requested further clarification of three items in the PHA Plan:

- Statement of housing needs
- Tenant notification of Section 8 rent increases
- PCDC eligibility screening criteria for applicants with conviction records of violent criminal and drug-related activities.

Staff will report back to the CDC at its meeting on March 24, 2005 on these items.

The Chair opened the public hearing.

The Secretary reported the notice of public hearing was published on February 7, 2005 in the Pasadena Star-News and February 3, 2005 in the Pasadena Journal; and no correspondence was received.

The Chief Executive Officer introduced the agenda item.

Ms. Myrtle Dunson, Housing Assistance Officer, reviewed the agenda report and responded to questions.

Mr. Richard Bruckner, Director of Planning and Development Department, outlined some of the changes being introduced by the U.S. Department of Housing and Urban Development (HUD), noted this information would be a part of the upcoming City budget discussions, and responded to questions.

Discussion followed on the Section 8 Housing process, criteria for giving preference to those who will receive benefits, and the Commission's role in determining the preferences to be used.

Commissioner Little requested information clarifying the number of City households needing housing assistance and the number of Section 8 applicants who are interviewed and eligible for the program.

The Chief Executive Officer noted a discussion of determining the preferences to be used in allocating housing assistance will be scheduled for a future meeting.

There was no public comment.

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

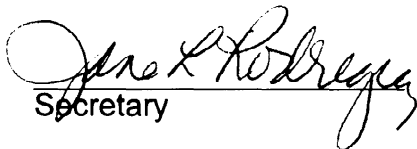
It was moved by Commissioner Little, seconded by Commissioner Gordo, to approve the Chief Executive Officer's recommendation. (Motion unanimously carried) (Absent: Commissioner Madison)

On order of the Chair, the regular meeting of the Community Development Commission adjourned at 8:42 p.m.



Bill Bogaard, Chair
Community Development Commission

ATTEST:



Secretary