

CITY OF PASADENA
Community Development Commission Minutes
November 14, 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 6:56 p.m.

ROLL CALL:

Commissioners:

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

Staff:

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

RECESS/JOINT MEETING

On order of the Chair, the regular meeting of the Community Development Commission recessed at 6:56 p.m. to a joint meeting with the City Council.

JOINT ACTION: FISCAL YEAR JUNE 30, 2005 ANNUAL FINANCIAL REPORTS

Recommendation of City Manager/Chief Executive Officer:

It is recommended that the following audited reports for the year ending June 30, 2005 be received by the City Council and/or Community Development Commission (PCDC):

- (1) Comprehensive Annual Financial Report
- (2) Single Audit Report on Federal Awards
- (3) Pasadena Community Development Commission Annual Financial Report
- (4) Pasadena Center Operating Company Basic Financial Statements
- (5) Rose Bowl Operating Company Basic Financial Statements
- (6) Pasadena Fire and Police Retirement System Report on Audited Financial Statements and Required Supplemental Information (Draft)
- (7) Air Quality Improvement Fund Financial and Compliance Report
- (8) Independent Accountant's Report on Agreed-Upon Procedures Applied to Appropriation Limit Worksheets

(9) Independent Accountant's Report on Agreed-Upon Procedures Applied to Employee Deduction for the Internal Revenue Code Section 457

(10) Management Letter - City of Pasadena

Commissioner Little, Chair of the Finance Committee, introduced the agenda item, indicated there were outstanding questions related to addressing issues that had been identified in the management letter and would be discussed at a future Committee meeting, and commended the staff and the auditors for their work.

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

Mr. Ken Al-Imam, auditor for Conrad and Associates LLP, commented on the various audited reports that had been performed by the firm for the City, complimented the staff for their remarkable work on these reports, and noted the City would again be considered and should be recognized with a national award for excellence in financial reporting from the Government Finance Officers Association.

It was moved by Commissioner Little, seconded by Commissioner Gordo, to receive and file the above reports. (Motion unanimously carried) (Absent: Commissioner Streator)

JOINT ACTION: 2005-2006 INVESTMENT POLICY AND INVESTMENT STRATEGY

Recommendation of City Manager/Chief Executive Officer:

It is recommended that the City Council and Pasadena Community Development Commission adopt the City Treasurer's Statement of Investment Policy and Investment Strategy for Fiscal Year 2006.

Commissioner Little outlined the City's investment strategy.

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

RECESS

On order of the Chair, the joint meeting with the City Council adjourned at 7:03 p.m. and 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 7:15 p.m. (Absent Commissioner Streator)

PUBLIC COMMENT

No one appeared for public comment.

October 24, 2005

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

APPROVAL OF A \$60,000 GRANT TO THE ECUMENICAL COUNCIL OF PASADENA AREA CHURCHES FOR THE PROVISION OF BAD WEATHER EMERGENCY SHELTER SERVICES

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

- (a) Approve a \$60,000 grant to the Ecumenical Council of Pasadena Area Churches ("Ecumenical Council") for the provision of bad weather emergency shelter services;
- (b) Approve a journal voucher transferring \$20,000 in Fannie Mae American Communities Funds from the Washington Theater project (Account No. 810-684120-51302) to fully grant \$60,000 to the Bad Weather Shelter ("BWS") Program;
- (c) Approve a journal voucher appropriating \$20,000 from the Commission's unencumbered Low and Moderate Income Housing Trust Fund balance to maintain full funding of Washington Theater project; and
- (d) Authorize the Chief Executive Officer to execute, and the Secretary to attest, the contract with the Ecumenical Council for the provision of bad weather emergency shelter services under the BWS program. (Journal Voucher No. 2006-24; Contract No. CDC-562)

Recommendation of Community Development Committee: Staff presented to the Community Development Committee ("CDC") at its meeting on October 27, 2005, a recommendation to provide a grant in the amount of \$40,000 to the Ecumenical Council of Pasadena Area Churches for the operation of the Bad Weather Shelter Program. The CDC approved the staff recommendation, but requested that additional funds be identified to increase the grant to \$60,000. This would bring the grant amount in line with the BWS funding recommendation contained in the adopted City of Pasadena 10-Year Strategy to End Homelessness.

Mr. Brian Williams, Assistant City Manager, introduced the agenda item.

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

Discussion followed on the adequacy of the funding to cover the expected costs for the services that will be offered and on issues related to providing services to the homeless as this

relates to the lack of services being provided by other communities.

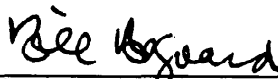
Dr. Frank Clark, Executive Director of the Ecumenical Council of Pasadena Area Churches, discussed two components being added this year to the bad weather emergency shelter program: the addition of the use of case managers for the singles housed at the bad weather shelter and the addition of a family component for case management provided in conjunction with the Union Station facility. He commented on anecdotal information regarding those persons who return to the shelter from year to year and the nature of homelessness; and thanked John Depew, Ann Lansing, and other City staff for their assistance with the program.

Vice Chair Madison commented on the impacts of attempting to address homelessness issues and providing bad weather shelter services in the City, and the consequential burdens on the City's resources.

Commissioner Little expressed support for providing services to homeless families.

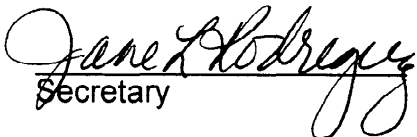
It was moved by Commissioner Little, seconded by Vice Chair Madison, to approve the Chief Executive Officer's recommendation. (Motion unanimously carried) (Absent: Commissioner Streator)

On order of the Chair, the regular meeting of the Community Development Commission adjourned at 7:28 p.m.



Bill Bogaard, Chair
Community Development Commission

ATTEST:



Secretary