

ATTACHMENTS

Attachment A – Housing and Community Development Division Organizational Chart

Attachment B – City of Pasadena, Single Audit (Year ended June 30, 2004)

Attachment C – Resident Advisory Board

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Attachment E – Public Hearing Comments

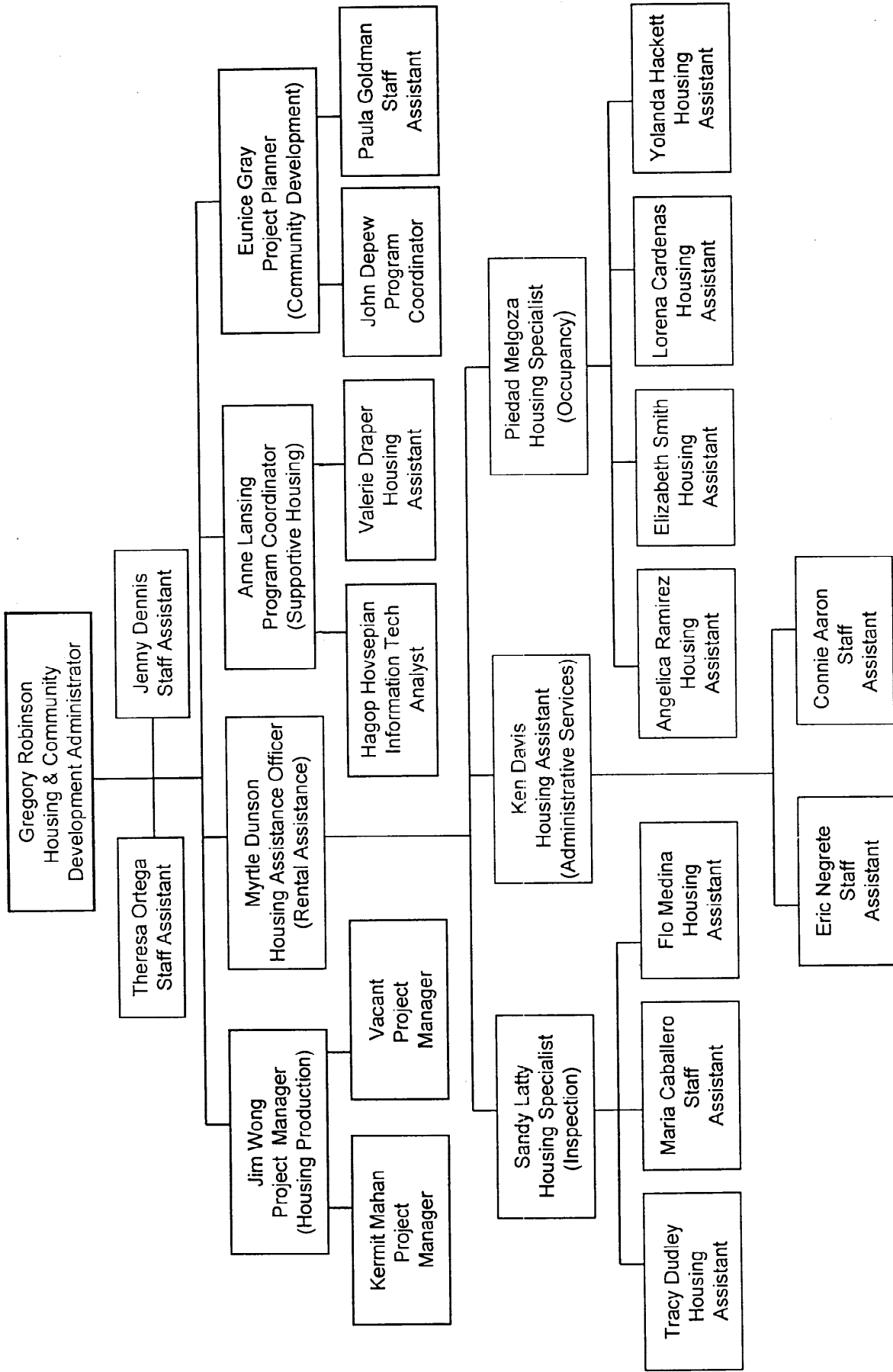
Attachment F – Public Notices

Attachment G - Rental Assistance Program Administrative Plan Amendments

ATTACHMENT "A"

HOUSING AND COMMUNITY DEVELOPMENT DIVISION ORGANIZATIONAL CHART

HOUSING AND COMMUNITY DEVELOPMENT DIVISION



ATTACHMENT "B"

CITY OF PASADENA

SINGLE AUDIT (YEAR ENDED JUNE 30, 2004)

CITY OF PASADENA

Single Audit Report on
Federal Awards

Year ended June 30, 2004

CONRAD AND
ASSOCIATES, L.L.P.

CERTIFIED PUBLIC ACCOUNTANTS

CITY OF PASADENA
Single Audit Report on Federal Awards
Year ended June 30, 2004

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Honorable Mayor and City Council
City of Pasadena, California

REPORT ON COMPLIANCE AND ON INTERNAL CONTROL OVER FINANCIAL
REPORTING BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN
ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

We have audited the general purpose financial statements of the City of Pasadena, California as of and for the year ended June 30, 2004, and have issued our report thereon dated September 30, 2004. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States of America.

Compliance

As part of obtaining reasonable assurance about whether the City of Pasadena's basic financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance that are required to be reported under *Government Auditing Standards*.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the City of Pasadena's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the basic financial statements and not to provide assurance on the internal control over financial reporting. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in their normal course of performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider to be material weaknesses. However, we noted other matters involving the internal control over financial reporting that we have reported to the management of the City of Pasadena in a separate letter dated September 30, 2004.

Honorable Mayor and City Council
City of Pasadena, California
Page Two

This report is intended solely for the information and use of City management, federal awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

Conrad and Associates, L.L.P.

September 30, 2004

Honorable Mayor and City Council
City of Pasadena, California

REPORT ON COMPLIANCE WITH REQUIREMENTS APPLICABLE TO EACH MAJOR
PROGRAM, INTERNAL CONTROL OVER COMPLIANCE AND ON THE SCHEDULE OF
FEDERAL AWARDS IN ACCORDANCE WITH OMB CIRCULAR A-133

Compliance

We have audited the compliance of the City of Pasadena with the types of compliance requirements described in the *U.S. Office of Management and Budget (OMB) Circular A-133 Compliance Supplement* that is applicable to its major federal programs for the year ended June 30, 2004. The City of Pasadena's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs. Compliance with the requirements of laws, regulations, contracts and grants applicable to each of its major federal programs is the responsibility of the City of Pasadena's management. Our responsibility is to express an opinion on the City of Pasadena's compliance based on our audit.

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America, the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States of America, and OMB Circular A-133 *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program have occurred. An audit includes examining, on a test basis, evidence about the City of Pasadena's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination on the City of Pasadena's compliance with those requirements.

In our opinion, the City of Pasadena complied, in all material respects, with the requirements referred to above that are applicable to its major federal programs for the year ended June 30, 2004. However, the results of our auditing procedures disclosed instances of noncompliance with those requirements, which are required to be reported in accordance with OMB Circular A-133 and which are described in the accompanying schedule of findings and questioned costs as item 2004-1.

Internal Control Over Compliance

The management of the City of Pasadena is responsible for establishing and maintaining effective internal control over compliance with requirements of laws, regulations, contracts and grants applicable to federal programs. In planning and performing our audit, we considered the City of Pasadena's internal control over compliance with requirements that could have a direct and material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with OMB Circular A-133.

Honorable Mayor and City Council
City of Pasadena, California
Page Two

Our consideration of the internal control over compliance would not necessarily disclose all matters in the internal control that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that noncompliance with applicable requirements of laws, regulations, contracts and grants that would be material in relations to a major federal program being auditing may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over compliance and its operation that we consider to be material weaknesses.

Schedule of Federal Awards

We have audited the general purpose financial statements of the City of Pasadena as of and for the year ended June 30, 2004, and have issued our report thereon dated September 30, 2004. Our audit was performed for the purpose of forming an opinion on the general purpose financial statements taken as a whole. The accompanying Schedule of Expenditures of Federal Awards and the supplementary information included in Schedule A-1 is presented for purposes of additional analysis in accordance with the requirements of OMB Circular A-133 and are not a required part of the general purpose financial statements. Such information has been subjected to the auditing procedures applied to the audit of the general purpose financial statements and, in our opinion, is fairly stated, in all material respects, in relation to the general purpose financial statements taken as a whole.

This report is intended solely for the information and use of City management, federal awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

Conrad and Associates, L.L.P.

September 30, 2004

CITY OF PASADENA
Schedule of Expenditures of Federal Awards
Year ended June 30, 2004

	Federal Domestic Assistance <u>Number</u>	Program Identification <u>Number</u>	Program <u>Expenditures</u>	Amount Provided to <u>Subrecipients</u>
<u>Department of Housing and Urban Development</u>				
Direct Assistance:				
Community Development Block Grant Entitlement	14.218	n/a	\$ 2,942,874	1,310,993
Section 108 Loan - Fair Grove Shopping Center	14.218	n/a	<u>19,122</u>	<u>-</u>
Total CDBG Entitlement and Small Cities Grants			2,961,996	1,310,993
Section 8 Rental Voucher Program	14.855	CA079VO	10,889,438 *	-
Emergency Shelter Grant Program	14.231	n/a	119,000	119,000
Supportive Housing	14.235	n/a	729,520	729,520
Shelter Plus Care	14.238	n/a	143,763	-
Home-Investment in Affordable Housing	14.239	n/a	<u>3,913,947</u>	<u>-</u>
Total direct assistance			18,757,664	2,159,513
Passed through Pacific Clinics:				
Supportive Housing	14.235	1020000-301	54,029	-
Passed through the City of Los Angeles:				
Home Opportunities for Persons with AIDS	14.241	C98522	<u>44,501</u>	<u>-</u>
Total Department of Housing and Urban Development			<u>18,856,194</u>	<u>2,159,513</u>
 <u>Department of Labor</u>				
Passed through the State of California:				
Workforce Investment Act	17.258-17.260	Various	3,788,007	1,643,634
Welfare to Work	17.253	W965798	65,575	-
Passed through the County of Los Angeles:				
Workforce Investment Act	17.258-17.260	Various	320,623	280,597
Welfare to Work	17.253	CF21925	19,800	-
Passed through the South Bay WIB:				
Workforce Investment Act - Phoenix Project	17.260	18199-18374	<u>43,891</u>	<u>-</u>
Total Department of Labor			<u>4,237,896</u>	<u>1,924,231</u>

* Major program
n/a = not available

(Continued)

See accompanying notes to the schedule of expenditures of federal awards.

CITY OF PASADENA
Schedule of Expenditures of Federal Awards
(Continued)

	Federal Domestic Assistance <u>Number</u>	Program Identification <u>Number</u>	Program <u>Expenditures</u>	Amount Provided to Subrecipients
<u>Department of Health and Human Services</u>				
Passed through the State of California				
Department of Health Services:				
Prenatal Care Maternal Child Health	93.994	199961	230,370	-
Centers for disease Control and Prevention - TB Control	93.283	95117L-99-76	32,035	-
Preventive Health & Health Service Block Grant	93.991	Pasadena 62	5,317	-
Child Health Development Program - Foster Care	93.658	n/a	46,752	-
Early Periodic Screening Diagnosis and Treatment - Administrative	93.778	n/a	161,481	-
Medi-Cal Administrative Claiming	93.778	98-16250	311,473	-
Immunization Subvention Funds	93.268	98-15761,99-86354	59,619	-
AIDS Drug Assistance Program - ADAP	93.917	n/a	10,160	-
Passed through the County of Los Angeles:				
Alcohol and Drug Abuse/Mental Health Services Block Grant	93.992	Various	265,054	-
AID HIV Early Intervention	93.915	H209212	866,539	-
Total Department of Health and Human Services			1,988,800	-
<u>Department of Justice</u>				
Direct Assistance:				
Asset Forfeiture	16.000	n/a	58,550	-
Local Law Enforcement Block Grants Program	16.592	Various	227,395	-
Community Oriented Policing Services Grant	16.710	CKWX0021	262,276	-
Passed through the State of California Department of Criminal Justice and Planning:				
Elder Abuse and Advocacy and Outreach Program	16.575	EA98017625	10,453	-
Total Department of Justice			558,674	-
<u>Department of Treasury</u>				
Direct Assistance:				
Asset Forfeiture	16.000	n/a	31,030	-
Total Department of Treasury			31,030	-

* Major program
n/a = not available

(Continued)

See accompanying notes to the schedule of expenditures of federal awards.

CITY OF PASADENA
Schedule of Expenditures of Federal Awards
(Continued)

	Federal Domestic Assistance <u>Number</u>	Program Identification <u>Number</u>	Program Expenditures	Amount Provided to Subrecipients
<u>Department of Agriculture</u>				
— Passed through the State of California Department of Health Services:				
Supplemental Food Program for Women, Infants and Children (WIC)	10.557	Various	824,727	-
Summer Lunch Inspection	10.559	n/a	<u>6,759</u>	<u>-</u>
Total Department of Agriculture			<u>831,486</u>	<u>-</u>
<u>Federal Emergency Management Act</u>				
— Pass-through from the California Office of Emergency Services:				
Hazard Mitigation Grant Program	83.548	037-56000	<u>5,546,230</u> *	<u>-</u>
Total Federal Emergency Management Act			<u>5,546,230</u>	<u>-</u>
<u>Department of Transportation</u>				
— Passed through the California Department of Transportation:				
Highway Planning and Construction	20.205	Various	<u>4,226,020</u> *	<u>-</u>
Total Department of Transportation			<u>4,226,020</u>	<u>-</u>
<u>Department of Interior</u>				
Direct Assistance:				
Highway Planning and Construction	15.504	03FC350099	61,240	-
Equipment Rehabilitation	15.519	06CTY27000101	<u>130,357</u>	<u>-</u>
Total Department of Interior			<u>191,597</u>	<u>-</u>
<u>Department of Homeland Security</u>				
Direct Assistance:				
Domestic Preparedness	97.004	Various	147,459	-
Assistance to Firefighters	97.004	EMW-2002-Fg-14338	<u>83,665</u>	<u>-</u>
Total Department of Homeland Security			<u>231,124</u>	<u>-</u>
Total expenditures of federal awards			<u>\$ 36,699,051</u>	<u>4,083,744</u>

* Major program
n/a = not available

See accompanying notes to the schedule of expenditures of federal awards.

CITY OF PASADENA

Notes to Schedule of Expenditures of Federal Awards

Year ended June 30, 2004

(1) Summary of Significant Accounting Policies Applicable to the Schedule of Federal Awards

(a) Scope of Presentation

The accompanying schedule presents only the expenditures incurred by the City of Pasadena that are reimbursable under the programs of federal agencies providing financial assistance. For the purposes of this schedule, financial assistance includes both federal financial assistance received directly from a federal agency, as well as federal funds received indirectly by the City from a non-federal agency or other organization. Only the portion of program expenditures reimbursable with such federal funds are reported in the accompanying schedule. Program expenditures in excess of the maximum federal reimbursement authorized or the portion of the program expenditures that were funded with state, local or other non-federal funds are excluded from the accompanying schedule.

(b) Basis of Accounting

The expenditures included in the accompanying schedule were reported on the modified accrual basis of accounting. Under the modified accrual basis of accounting, expenditures are incurred when the City becomes obligated for payment as a result of the receipt of the related goods and services. Expenditures reported included any property or equipment acquisitions incurred under the federal program.

(c) Subrecipients

During the fiscal year ended June 30, 2004, the City disbursed \$4,083,744 to subrecipients to be used for the federally allowable expenditures in accordance with the grant agreements.

(d) Loans Outstanding

Outstanding loans under the U.S. Department of Housing and Urban Development – Section 108 program were \$4,584,074 at June 30, 2004. Amounts expended from loan proceeds are reflected in the accompanying Schedule of Federal Awards.

(e) Additional Disclosures for Elder Abuse and Advocacy and Outreach Program

Total grant expenditures for the Elder Abuse and Advocacy and Outreach Program of \$10,453 are comprised of \$2,044 for personnel services, \$8,409 for operating expenditures and \$0 for equipment.

CITY OF PASADENA
Financial Data Schedule
June 30, 2004

Schedule A-1

<u>Line Item #</u>	<u>Account Description</u>	<u>Section 8 Rental Voucher Program</u>
	<u>Assets</u>	
	Current assets:	
111	Cash - unrestricted	\$ 777,770
100	Total cash	<u>777,770</u>
122	Accounts receivable - HUD other projects	-
125	Accounts receivable - miscellaneous	<u>34,007</u>
120	Total receivables, net of allowances for doubtful accounts	<u>34,007</u>
150	Total current assets	<u>811,777</u>
	Non-current assets:	
160	Total fixed assets, net of accumulated depreciation	-
171	Notes and mortgages receivable - non-current	-
180	Total non-current assets	<u>-</u>
190	Total assets	<u>\$ 811,777</u>
	<u>Liabilities and Fund Balance</u>	
	Current liabilities:	
312	Accounts payable, less than 90 days	\$ 18,092
321	Accrued wage/payroll tax payable	40,296
324	Accrued contingent liability	6,086
331	Accounts payable, HUD PHA programs	<u>15,482</u>
310	Total current liabilities	<u>79,956</u>
	Non-current liabilities:	
353	Noncurrent liabilities - other	-
350	Total non-current liabilities	<u>-</u>
300	Total liabilities	<u>79,956</u>
	Fund balance:	
508	Contributed capital	-
511	Reserved fund balance	-
512	Undesignated fund balance	<u>731,821</u>
513	Total fund balance	<u>731,821</u>
600	Total liabilities and fund balance	<u>\$ 811,777</u>

CITY OF PASADENA
Financial Data Schedule
Year ended June 30, 2004

Schedule A-1 (Continued)

<u>Line Item #</u>	<u>Account Description</u>	<u>Section 8 Rental Voucher Program</u>
Revenues:		
705	Tenant revenues	\$ -
706	HUD PHA grants	9,861,512
708	Other government grants	20,000
711	Investment income - unrestricted	1,818
720	Investment income - restricted	<u>8,837</u>
700	Total revenues	<u>9,892,167</u>
Operating Expenditures:		
912	Auditing fees	5,717
916	Other operating - administrative	1,498,040
962	Other general expenses	<u>38,092</u>
969	Total operating expenditures	<u>1,541,849</u>
970	Excess operating revenues over operating expenditures	<u>8,350,318</u>
Expenditures:		
973	Housing assistance payments	<u>9,347,589</u>
900	Total expenditures	<u>10,889,438</u>
1000	Excess (deficiency) of operating revenues over (under) expenditures	<u>\$ (997,271)</u>

CITY OF PASADENA
 Financial Data Schedule
 June 30, 2004

Schedule A-1 (Continued)

<u>Line Item #</u>	<u>Account Description</u>	<u>Section 8 Rental Voucher Program</u>
1103	Beginning equity	\$ 1,910,903
1104	Prior period adjustments, equity transfers and correction of errors	(181,811)
1113	Maximum annual contributions commitment (per ACC)	\$ 9,097,311
1114	Pro rata maximum annual contributions applicable to a period of less than twelve months	-
1115	Contingency reserve, ACC program reserve	<u>2,263,805</u>
1116	Total annual contributions available	<u>\$ 11,361,116</u>
1120	Unit months available	15,447
1121	Number of unit months leased	15,447

CITY OF PASADENA
Schedule of Findings and Questioned Costs
Year ended June 30, 2004

(A) Summary of Auditors' Results

1. An unqualified report was issued by the auditors on the financial statements of the auditee.
2. There were not material weaknesses or reportable conditions in internal control over financial reporting based upon our audit of the financial statements of the auditee.
3. The audit disclosed no noncompliance which is material to the financial statements of the auditee.
4. There were no material weaknesses or other reportable conditions in internal control over the major programs of the auditee.
5. An unqualified report was issued by the auditors on compliance for the major programs.
6. The audit disclosed no audit findings required by the auditors to be reported under paragraph .510(a) of OMB Circular A-133.
7. The major programs of the auditee were as follows:
 - Department of Housing and Urban Development – Section 8 Rental Voucher Program – CFDA #14.855
 - Federal Emergency Management Act – Hazard Mitigation Grant Program – CFDA #83.548
 - Department of Transportation – Highway Planning and Construction – CFDA #20.205
8. The dollar threshold used to distinguish Type A and Type B programs was \$1,100,972.
9. The auditee was considered a low risk auditee for the year ended June 30, 2004 for the purposes of determining major programs.

(B) Findings Related to the Financial Statements which are Required to be Reported in Accordance with GAGAS

There were no findings required to be reported in accordance with GAGAS.

CITY OF PASADENA

Schedule of Findings and Questioned Costs

(Continued)

(C) Findings and Questioned Costs for Federal Awards as Defined in Paragraph .510(a) of OMB Circular A-133

2004-1

Under the direction of the California Office of Emergency Services, the City submitted a reimbursement request to the Federal Emergency Management Agency (FEMA) under the Hazard Mitigation Grant (CFDA #83.548). This reimbursement request included a \$4,244,471 prepayment of rent for the alternate location of the City's offices during the renovation of City Hall. The federal portion of the expenditure was 75% or \$3,183,353. FEMA is currently considering the allowability of the reimbursement through federal grant funding.

CITY OF PASADENA
Summary Schedule of Prior Audit Findings
Year ended June 30, 2004

June 30, 2003 Single Audit Report

There were no audit findings for the year ended June 30, 2003.

ATTACHMENT "C"

RESIDENT ADVISORY BOARD



PASADENA COMMUNITY DEVELOPMENT COMMISSION

February 1, 2005

Ms. Hortense R. Cooper
1924 Lincoln Avenue, Apt C
Pasadena, CA 91103

RE: HOUSING CHOICE VOUCHER PROGRAM - EXECUTIVE COMMITTEE
MEMBERS TO THE RESIDENT ADVISORY BOARD MEETING

Dear Ms. Cooper:

The Pasadena Community Development Commission (PCDC) extends an invitation to you to attend the Resident Advisory Board (RAB) Executive Committee meeting. The PCDC has scheduled the Executive Committee meeting for February 15, 2005 at 10:00 a.m. The meeting will be held at the:

City of Pasadena – Housing & Community Development Division
649 North Fair Oaks Avenue, Suite 202
Pasadena, CA 91103

We will discuss and review the PCDC's Public Housing Agency (PHA) – Annual Plan (2005-2006). We encourage you to attend the scheduled Executive Committee Meeting. If you have questions, you may contact me at (626) 744-8305.

Sincerely,

Myrtle Dunson
Housing Assistance Officer



PASADENA COMMUNITY DEVELOPMENT COMMISSION

February 1, 2005

Ms. Romelia Kirkaldy
1250 E. Orange Grove Blvd.
Pasadena, CA 91104

RE: HOUSING CHOICE VOUCHER PROGRAM - EXECUTIVE COMMITTEE
MEMBERS TO THE RESIDENT ADVISORY BOARD MEETING


Dear Ms. Kirkaldy:

The Pasadena Community Development Commission (PCDC) extends an invitation to you to attend the Resident Advisory Board (RAB) Executive Committee meeting. The PCDC has scheduled the Executive Committee meeting for February 15, 2005 at 10:00 a.m. The meeting will be held at the:

City of Pasadena – Housing & Community Development Division
649 North Fair Oaks Avenue, Suite 202
Pasadena, CA 91103

We will discuss and review the PCDC's Public Housing Agency (PHA) – Annual Plan (2005-2006). We encourage you to attend the scheduled Executive Committee Meeting. If you have questions, you may contact me at (626) 744-8305.

Sincerely,



Myrtle Dunson
Housing Assistance Officer

PASADENA COMMUNITY DEVELOPMENT COMMISSION

RESIDENT ADVISORY BOARD (RAB)

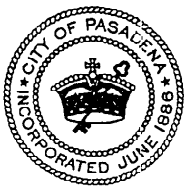
EXECUTIVE COMMITTEE MEETING

February 15, 2005

Housing & Community Development Department
Renaissance Plaza
649 N. Fair Oaks Ave, Suite 202
Pasadena, CA 91103

AGENDA

- I. Welcome and Introductions
- II. Reports
 - Chairperson
 - Vice Chairperson
 - Secretary
- III. Next RAB Meeting on February 23, 2005
 - Public Housing Agency (PHA) Annual PHA Plan (2005-2006)
 - Election of Chairperson
- IV. Recommendations for next RAB Meeting
- V. Executive Committee Comments
- VI. Adjournment



PASADENA COMMUNITY DEVELOPMENT COMMISSION

February 1, 2005

Dear: Program Participant


The Pasadena Community Development Commission (PCDC) is in the process of preparing its Public Housing Authority (PHA) PHA Annual Plan for fiscal year 2005-2006, as required by the U.S. Department of Housing and Urban Development (HUD). PCDC are requesting your participation in this planning process by your comments and recommendations regarding the PHA Annual Plan.

The PHA Annual Plan describes the PCDC's immediate operations, program participants, programs/services, and strategy for handling operational concerns of the Rental Assistance Programs for the upcoming fiscal year.

The PHA Annual Plan will be reviewed and discussed at the Resident Advisory Board (RAB) meeting on Wednesday, February 23, 2005, from 3:00 p.m. to 4:00 p.m. at Renaissance Plaza, 649 North Fair Oaks Ave, Suite 203. The PCDC extends an invitation to you to attend the RAB meeting. However, your participation is strictly voluntary and your rental assistance will not be affected if you choose not to attend this meeting.

If you have any questions or wish to obtain a copy of the PHA Annual Plan, please contact Myrtle Dunson, Housing Assistance Officer at (626) 744-8300.

Sincerely,


Gregory Robinson
Housing & Community Development Administrator

PASADENA COMMUNITY DEVELOPMENT COMMISSION

RESIDENT ADVISORY BOARD (RAB)

Annual RAB Meeting
3:00-4:00 P.M., Wednesday, February 23, 2005
Renaissance Plaza
649 N. Fair Oaks Ave, Suite 203
Pasadena, CA 91103

AGENDA

- I. Call to Order; Welcome
- II. Executive Committee Reports
- III. New Business
 - Election of Chairperson
 - Public Housing Agency (PHA) Annual PHA Plan (2005-2006)
 - Family Obligations and Overpayments - Yolanda Hackett, Housing Assistant
 - Pasadena Community Development Commission's Budget
- IV. Recommendations and Comments
- V. Next RAB Meeting and Suggested Agenda Items
- VI. Adjournment

ATTACHMENT "D"

RESIDENT ADVISORY BOARD COMMENTS

PASADENA COMMUNITY DEVELOPMENT COMMISSION

RESIDENT ADVISORY BOARD (RAB) MEETING

Public Housing Authority (PHA) Annual Plan

3:00 – 4:00 P.M., Wednesday, February 23, 2005

Renaissance Plaza
649 North Fair Oaks Ave
Pasadena, CA 91103

Resident Advisory Board (RAB) Comments and Recommendations

- RAB members stated their concerns regarding the HUD issued Notice PIH 2004-7 (HA), which implemented budget cuts to the Section 8 Housing Choice Voucher (HCV) Program.
- RAB members stated their concerns regarding HUD's recommended administrative steps to reduce cost, but agrees that the PCDC needs to comply with the recommendations to ensure continuous assistance to all existing and future program participants.
- RAB members recommended that the Pasadena Community Development Commission approve the submission of the Public Housing Agency Annual Plan (2005-2006) to the U.S. Department of Housing and Urban Development.
- RAB members recommended that the PCDC advertise more frequently to property owners and property management companies, to solicit increased owner participation.
- RAB members recommended that several RAB members volunteer their services to call property owners and property management companies and, request their support by renting their properties to HCV participants.
- RAB members elected a new Chairperson, Ms. La Raine Alves and a new Secretary, Ms. Lois Broughton.

"Building a Better Community"

ATTACHMENT "E"

PUBLIC HEARING COMMENTS

ATTACHMENT "F"

PUBLIC NOTICES

Publish Once: February 2005
Account Number: 8112 220 684210 50111

PHA: (626) 744-8300
FAX: (626) 744-8340

NOTICE TO THE PUBLIC OF A PUBLIC HEARING BY THE PASADENA
COMMUNITY DEVELOPMENT COMMISSION TO CONSIDER THE
APPROVAL OF THE PHA ANNUAL PLAN (2005 – 2006).

In accordance with 24 Code of Federal Regulations, Part 903 et seq., as published by the U.S. Department of Housing and Urban Development (HUD) on December 22, 2000, in the Federal Register, Public and Indian Housing (PIH) Notice 2000-43, and the Quality Housing and Work Responsibility Act of 1998, the Pasadena Community Development Commission (Commission) hereby gives notice that the Public Housing Agency (PHA) Annual Plan (2005-2006), will be considered for approval at a public hearing by the Pasadena Community Development Commission on Monday, March 28, 2005 at 8:00 p.m., or as soon thereafter as the matter may be heard. in the Pasadena Senior Center, Multi-Purpose Room , at 85 Holly Street, Pasadena, California. The purpose of the public hearing is to obtain the views of citizens, service providers, participants, and interested individuals regarding the development of the PHA Annual Plan (2005-2006).

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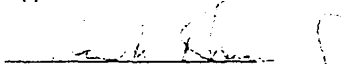
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Cynthia J. Kurtz
117 E. Colorado Blvd. 6th floor
Pasadena, CA 91105

Approved as to Form:


MICHELE B. BAGNERIS
City Attorney

Publish:
Pasadena Journal
Pasadena Star News

PUBLIC NOTICE OF THE AVAILABILITY FOR REVIEW OF THE
PHA ANNUAL PLAN FOR FISCAL YEAR 2005 -2006, FOR THE
PASADENA COMMUNITY DEVELOPMENT COMMISSION.

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Housing Division

Renaissance Plaza,

649 North Fair Oaks Avenue, Suite 202,

Pasadena, CA 91103

Office hours are Monday – Thursday between 8:00 a.m. - 5:00 p.m.

Community Facilities:

Jackie Robinson Center – 1020 North Fair Oaks, 791-7983

Villa-Parke Neighborhood Center – 363 East Villa, 744-6530

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Allendale – 1130 South Marengo, 799-2519

Hastings – 3325 East Orange Grove, 792-0945

Hill Avenue – 55 South Hill, 796-1276

Lamanda Park – 140 South Altadena Drive, 793-5672

La Pintoresca – 1355 North Raymond, 797-1873

Linda Vista – 1281 Bryant, 793-1808

San Rafael – 1240 Nithsdale Road, 795-7974

Santa Catalina – 999 East Washington, 794-1219

**Check these facilities for hours of availability*

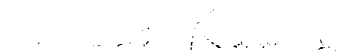
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Cynthia J. Kurtz
117 E. Colorado Blvd. 6th floor
Pasadena, CA 91105

Publish:
Pasadena Star News
Pasadena Journal

Approved as to Form:


MICHELE B. BAGNERIS
City Attorney

THE PASADENA JOURNAL NEWS
1541 N. Lake Avenue
Pasadena, CA 91104
(626) 798-3972

This space is for Clerk's filing Stamp

PROOF OF PUBLICATION
(2025.5 C.C.P.)

STATE OF CALIFORNIA
County of Los Angeles

Proof of Publication of:

**NOTICE TO THE PUBLIC OF A PUBLIC
HEARING BY THE PASADENA
COMMUNITY DEVELOPMENT
COMMISSION TO CONSIDER THE ...**

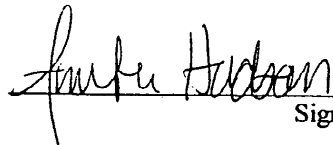
I am a citizen of the United States and a resident of the County of aforesaid. I am the Principal clerk of the printer of the Pasadena Journal, a newspaper of general circulation, printed and published weekly in the City of Pasadena, County of Los Angeles, and which newspaper has been adjudged a newspaper of general circulation by the Superior Court of the County of Los Angeles, State of California, under the date of April 16, 1991, Case Number C013336, that the notice of which is annexed is a printed copy (set in type not smaller than nonpareil) has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dated to-wit

SEE ATTACHED

February 3 all in the year 2005.

I certify and declare under penalty perjury that the foregoing is true and correct

Dated at Pasadena, California, this 3rd day of February, 2005.



Signature

Amber Hudson

PROOF OF PUBLICATION

**NOTICE TO THE
PUBLIC OF A PUBLIC
HEARING BY THE
PASADENA COMMUNITY
DEVELOPMENT
COMMISSION TO
CONSIDER THE
APPROVAL OF THE
PHA ANNUAL PLAN
(2005 - 2006).**

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Cynthia J. Kurtz
117 E. Colorado Blvd. 6th floor
Pasadena, CA 91105

Publish: February 3, 2005
Pasadena Journal

THE PASADENA JOURNAL NEWS
1541 N. Lake Avenue
Pasadena, CA 91104
(626) 798-3972

This space is for Clerk's filing Stamp

PROOF OF PUBLICATION
(2025.5 C.C.P.)

STATE OF CALIFORNIA
County of Los Angeles

Proof of Publication of:

**PUBLIC NOTICE OF THE
AVAILABILITY FOR REVIEW OF THE
PHA ANNUAL PLAN FOR FISCAL YEAR
2005-2006, FOR THE PASADENA . . .**

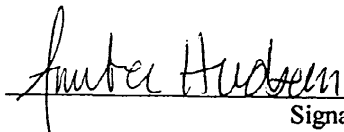
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Signature

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Cynthia J. Kurtz
117 E. Colorado Blvd. 6th floor
Pasadena, CA 91105

Publish: February 3, 2005.
Pasadena Journal

affiliated with
SGV Newspaper Group
911 E. Colorado Blvd.
Pasadena, CA 91109

PROOF OF PUBLICATION

(2015.5 C.C.P.)

STATE OF CALIFORNIA

County of Los Angeles

I am a citizen of the United States, and a resident of the county aforesaid; I am over the age of eighteen years, and not a party to or interested in the above-entitled matter. I am the principal clerk of the printer of PASADENA STAR-NEWS, a newspaper of general circulation which has been adjudicated as a newspaper of general circulation by the Superior Court of the County of Los Angeles, State of California, on the date of June 22, 1927, Case Number 225647. The notice, of which the annexed is a true printed copy, has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to wit:

2/7/05

I declare under penalty of perjury that the foregoing is true and correct.

Executed at West Covina, LA Co. California
this 7 day of FEBRUARY, 20 05

M. Astal

signature

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PASADENA STAR-NEWS

affiliated with
SGV Newspaper Group
911 E. Colorado Blvd.
Pasadena, CA 91109

PROOF OF PUBLICATION

(2015.5 C.C.P.)

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this 7 day of FEBRUARY, 20 05

M. Stab
signature

availability

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Cynthia J. Kurtz
117 E. Colorado Blvd. 6th Floor
Pasadena, CA 91105
Publish: February 7, 2005
Pasadena Star-News

Ad No. 141499

Loan Officer Lic'd
Exp. required.
\$15,000/mo. Will train.
626-450-0880 x 102
El Encanto Healthcare
S. El Encanto Rd.
City of Industry, 91745
(626) 338-2789

Loan Officers Lic'd &
Assistants earn \$6000-
may send of fax
Qualified candidates
including sign-on bonus.
ry and benefits. In-
very competitive sala-
Nursing. We offer
tion of the Director of
while under the direc-
dures are followed.
Loan Officer Career
No exp req. Full
support & training
Certification fee req.
CFL #6071867
599-237-9733
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Loan Officer Career
No exp req. Full
support & training
Certification fee req.
CFL #6071867
599-237-9733

Housing and security
Fax: 626-960-5592

PASADENA STAR-NEWS

affiliated with
SGV Newspaper Group
911 E. Colorado Blvd.
Pasadena, CA 91109

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this 7 day of FEBRUARY, 20 05



signature

**NOTICE TO THE PUBLIC OF A
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THE PASADENA COMMUNITY
DEVELOPMENT COMMISSION
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Cynthia J. Kurtz
117 E. Colorado Blvd. 6th Floor
Pasadena, CA 91105
Publish: February 7, 2005
Pasadena Star-News Ad No. 141371

AVISO AL PUBLICO QUE EL PLAN ANUAL POR EL AÑO FISCAL 2005-2006 DE LA COMISION DE DESARROLLO COMUNITARIO DE PASADENA, ESTA A DISPOSICION PARA EXAMINAR.

La Comision de Desarrollo Comunitario de Pasadena (PCDC) anuncia que el Plan Anual (2005-2006) de la Comision de Desarrollo Comunitario como requiere el Acto de Calidad de Vivienda y Responsabilidad de Trabajo de 1998 (QHWRA, siglas en ingles), el Plan de Regla Final (24 CFR Part 903) del Departamento de Vivienda y Desarrollo Urbano de los Estados Unidos (HUD, siglas en ingles) y la Noticia 2000-43 de la Vivienda Publica India (PIH, siglas en ingles) estara disponible al publico para examinar el 10 de febrero del 2005.

El Plan Anual (2005-2006) identifica las operaciones inmediatas de la PCDC, evalua las necesidades de vivienda, condiciones de abastecimiento de vivienda, y las necesidades de subsidio de vivienda para familias de bajos ingresos para en ano fiscal venidero.

La Comision de Desarrollo Comunitario de la Ciudad de Pasadena esta extremadamente interesada en mejorar y aumentar la comunicacion con los ciudadanos de Pasadena en el area de vivienda. Se les pide e invita a hacer comentarios en relacion a este plan.

El Plan Anual de la PHA estara a disposicion del publico para examinar en las siguientes localidades:

1. DIVISION DE VIVIENDA Y DESARROLLO COMUNITARIO:

Division de Vivienda
Renaissance Plaze,
649 N. Fair Oaks Ave., Suite 202,
Pasadena, CA 91103
Horas habiles: de lunes a jueves entre las 8:00 a.m. a 5:00 p.m.

2. CENTROS COMUNITARIOS:

Jackie Robinson Center – 1020 North Fair Oaks	791-7983
Villa-Parke Neighborhood Center – 363 East Villa	744-6530
Pasadena Senior Citizens Center - 85 East Holly	795-4331
Victory Park Center – 2575 Paloma -	798-0865
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3. TODAS LAS SUCURSALES DE BIBLIOTECA PUBLICA:

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Hastings – 3325 East Orange Grove Blvd.	792-0945
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***Favor de verificar las horas de eficacia directamente con estos lugares.**

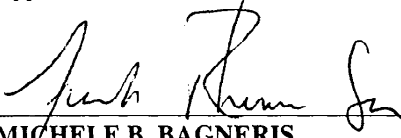
El Plan Anual de la PHA sera considerado por la Comision de Desarrollo Comunitario de Pasadena el 28 de marzo del 2005, de ser aprobado por la Comision, sera sometido al Departamento de Vivienda y Desarrollo Urbano de los Estados Unidos, inmediatamente despues.

Comentarios por escrito, del publico, aserca del Plan Anual de la PHA seran recibidos por la Division de Vivienda y Desarrollo Comunitario de la Ciudad, localizado en la Renaissance Plaza, 649 N. Fair Oaks Ave., Suite 202, Pasadena, CA del 10 de febrero del 2005 al 28 de marzo del 2005. Si tiene alguna pregunta, llame a Myrtle Dunson, Divison de Vivienda y Desarrollo Comunitario de la Ciudad de Pasadena al (626) 744-8300.

Cynthia J. Kurtz
117 E. Colorado Blvd., 6th floor
Pasadena, CA 91105

Publish:
La Opinion

Approved as to Form:


MICHELE B. BAGNERIS
Assistant City Attorney

Publish Once: February , 2005
Account Number: 8112 220 684210 50111

PHA: (626) 744-8300
FAX: (626) 744-8340

AVISO AL PUBLICO DE UNA AUDIENCIA PUBLICA DE LA COMISION DE
DESARROLLO COMUNITARIO DE PASADENA PARA CONSIDERAR LA
APROBACION DEL PLAN ANUAL (2005-2006) DE LA PHA.

Conforme al Codigo 24 de Regulaciones Federales, Parte 903 et seq., como lo publico el Departamento Federal de Vivienda y Desarrollo (HUD), siglas en ingles) el 22 de diciembre del 2000, en el Registro Federal, la Noticia 2000-43 de la Vivienda Publica India (PIH, siglas en ingles), y el Acto de Calidad de Vivienda y Responsabilidad de Trabajo de 1998, la Comision de Desarrollo Comunitario de Pasadena (Comision) notifica por este medio que el Plan Anual (2005-2006) de la Agencia Publica de Vivienda (PHA, siglas en ingles) sera considerado para aprobacion en la audiencia publica por la Comision de Desarrollo Comunitario el lunes, 28 de marzo del 2005 a las 8:00 p.m., o en cuanto el asunto pueda escucharse en el Centro para Personas Mayores de Pasadena, sala Multiusos, 85 Holly St., Pasadena, California. El proposito de esta audiencia sera para obtener opiniones de los ciudadanos, proveedores de servicios, participantes e individuos interesados aserca del desarrollo del Plan Anual de la PHA (2005-2006).

El Plan Anual (2005-2006) identifica las operaciones inmediatas de la PCDC, evalua las necesidas de vivienda, condiciones de abastecimiento de vivienda, y las necesidades de subsidio de vivienda para familias de bajos ingresos para el ano fiscal venidero.

Luego de ser aprobado por la Comision, el Plan Anual (2005-2006) de la Agencia Publica de Vivienda (PHA) sera sometido a HUD para asegurarse que la Ciudad continue recibiendo fondos federales que benefician a individuos de ingresos muy bajos y a familias de los programas de asistencia de arriendo. La asistencia bajo los programas de asistencia de arriendo dependera de la disponibilidad de fondos de HUD para la Ciudad, asi como tambien de la preparacion y presentacion a HUD de los Planes Anuales de la PHA.

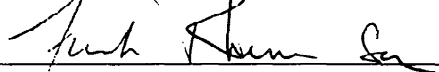
TODAS LAS AGENCIAS, GRUPOS E INDIVIDUOS INTERESADOS que deseen ser escuchados en lo referente a este asunto estan invitados a asistir a esta audiencia publica y hablarle a la Comision en el lugar y hora indicada. Despues de recibir los testimonios orales o por escrito, la Comision considerara la aprobacion del Plan Anual (2005-2006) de la PHA.

Si tiene alguna pregunta o necesita informacion aserca del Plan Anual (2005-2006) de la Agencia Publica de Vivienda (PHA), y/o el proceso, llame a Myrtle Dunson, Oficial de Asistencia de Vivienda, al (626) 744-8300, o presente sus comentarios por escrito a: Division de Vivienda y Desarrollo Comunitario, Renaissance Plaza, Suite 202, Pasadena, California 91103.

Cynthia J. Kurtz
100 North Garfield Avenue
Pasadena, CA 91109

Publish:
La Opinion

Approved as to Form:

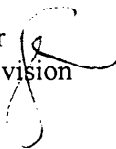

MICHELE B. BAGNERIS
Assistant City Attorney

**CITY OF PASADENA
PLANNING & DEVELOPMENT DEPARTMENT**

MEMORANDUM

DATE: February 7, 2005

TO: See Attached Distribution List

FROM: Gregory Robinson, Housing Administrator
Housing and Community Development Division 

SUBJECT: **Public Housing Agency Annual Plan**

Enclosed please find copies of the Public Housing Agency (PHA) Annual Plan (2005-2006), to be made available for review by interested organizations and individuals in the City of Pasadena.

If you have any questions about the Plan, please contact Myrtle Dunson, Housing Assistance Officer, City of Pasadena, Housing and Community Development Division, at (626) 744-8300.

Thank you.

Enclosure

DISTRIBUTION LIST

Community Facilities:

Jackie Robinson Center – 1020 North Fair Oaks Avenue	791-7983
Villa-Parke Neighborhood Center – 363 East Villa Street	744-6530
Pasadena Senior Citizens Center – 85 East Holly Street	795-4331
Victory Park Center – 2575 Paloma Street	798-0865
El Centro de Accion Social, Inc.- 37 East Del Mar Blvd.	792-3148

All Branches of the Pasadena Public Library:

Central Library - 285 East Walnut Street	744-4052
Allendale – 1130 South Marengo Avenue	799-2519
Hastings – 3325 East Orange Grove Blvd.	792-0945
Hill Avenue – 55 South Hill Avenue	796-1276
Lamanda Park – 140 South Altadena Drive	793-5672
La Pintesca – 1355 North Raymond Avenue	797-1873
Linda Vista – 1281 Bryant Street	793-1808
San Rafael – 1240 Nithsdale Road	795-7974
Santa Catalina – 999 East Washington Blvd.	794-1219