NOTICE

The Urban Community Development Commission (UCDC) was established by Ordinance August 15, 1975 to function as the governing body of the Community Redevelopment Agency. Its purpose is to aid in planning and implementing projects in the City of Compton.

URBAN COMMUNITY DEVELOPMENT COMMISSION
AGENDA
Tuesday, July 22, 2008
2:50 PM

WORKSHOP(S)

HEARING(S)

OPENING

ROLL CALL

APPROVAL OF MINUTES

1. June 17, 2008
   June 24, 2008
   July 1, 2008

ORAL AND WRITTEN COMMUNICATION

UNFINISHED BUSINESS

NEW BUSINESS

2. A RESOLUTION OF THE URBAN COMMUNITY DEVELOPMENT COMMISSION ACTING AS THE LOCAL HOUSING AUTHORITY OF THE CITY OF COMPTON, AUTHORIZING THE EXECUTIVE SECRETARY TO AMEND THE AGREEMENT WITH MARQUETTA HOWARD FOR ADMINISTRATIVE AND TECHNICAL SERVICES

3. A RESOLUTION OF THE URBAN COMMUNITY DEVELOPMENT COMMISSION ACTING AS THE LOCAL HOUSING AUTHORITY OF THE CITY OF COMPTON, AUTHORIZING THE EXECUTIVE SECRETARY TO AMEND THE AGREEMENT WITH ELIZABETH LUNA FOR OCCUPANCY AND INTAKE SERVICES

AUDIENCE COMMENTS

COMMISSION COMMENTS

ADJOURNMENT

JUNE 17, 2008

The Public Finance Authority meeting was called to order at 7:27 p.m., in the Council Chambers of City Hall by Chairperson Eric Perrodin. The Pledge of Allegiance was led by Chairperson Eric Perrodin.

Roll Call

Board Members Present: **Calhoun, Dobson, Arceneaux, Hall, Perrodin**
Board Members Absent: **None**

Other Officials Present: **C. Cornwell, A. Godwin, C. Evans**

APPROVAL OF MINUTES On motion by Arceneaux, seconded by Calhoun, the minutes of **May 8, 2008**, **May 13, 2008**, **May 20, 2008**, **May 27, 2008** and **June 3, 2008** were approved, by the following vote on roll call:

AYES: **Board Members - Calhoun, Dobson, Arceneaux, Hall, Perrodin**
NOES: **Board Members - None**
ABSENT: **Board Members - None**

UNFINISHED BUSINESS There was no Unfinished Business.

NEW BUSINESS There was no New Business.

AUDIENCE COMMENTS There were no Audience Comments.

AUTHORITY COMMENTS There were no Authority Comments.

On motion by Dobson, seconded by Arceneaux, the meeting was adjourned at 7:27 p.m., by the following vote on roll call:

AYES: **Board Members - Calhoun, Dobson, Arceneaux, Hall, Perrodin**
NOES: **Board Members - None**
ABSENT: **Board Members - None**

Clerk of the Public Finance Authority Commission	**Chairman of the Public Finance Authority Commission**

1.

JUNE 24, 2008

The Public Finance Authority meeting was called to order at 3:17 p.m., in the Council Chambers of City Hall by Chairperson Pro-Tem Barbara Calhoun.

Roll Call

Board Members Present: **Dobson, Arceneaux, Hall, Calhoun**
Board Members Absent: **Perrodin**

Other Officials Present: **C. Cornwell, A. Godwin, C. Evans**

APPROVAL OF MINUTES There were no minutes to be approved.

UNFINISHED BUSINESS There was no Unfinished Business.

NEW BUSINESS There was no New Business.

AUDIENCE COMMENTS There were no Audience Comments.

AUTHORITY COMMENTS There were no Authority Comments.

On motion by Arceneaux, seconded by Dobson, the meeting was adjourned at 3:17 p.m., by the following vote on roll call:

AYES: **Board Members - Dobson, Arceneaux, Hall, Calhoun**
NOES: **Board Members - None**
ABSENT: **Board Members - Perrodin**

Clerk of the Public Finance Authority Commission

Chairman of the Public Finance Authority Commission

JULY 1, 2008

The Public Finance Authority meeting was called to order at 7:24 p.m., in the Council Chambers of City Hall by Chairperson Eric Perrodin.

Roll Call

Board Members Present: **Calhoun, Dobson, Arceneaux, Perrodin**
Board Members Absent: **Hall**

Other Officials Present: **C. Cornwell, A. Godwin, C. Evans**

APPROVAL OF MINUTES There were no minutes to be approved.

UNFINISHED BUSINESS There was no Unfinished Business.

NEW BUSINESS There was no New Business.

AUDIENCE COMMENTS There were no Audience Comments.

AUTHORITY COMMENTS There were no Authority Comments.

On motion by Arceneaux, seconded by Dobson, the meeting was adjourned at 7:24 p.m., by the following vote on roll call:

AYES: **Board Members - Calhoun, Dobson, Arceneaux, Perrodin**
NOES: **Board Members - None**
ABSENT: **Board Members - Hall**

Clerk of the Public Finance Authority Commission

Chairman of the Public Finance Authority Commission

July 22, 2008

TO: **HONORABLE CHAIRMAN AND COMMISSIONERS**

FROM: **EXECUTIVE SECRETARY**

SUBJECT: **A RESOLUTION OF THE URBAN COMMUNITY DEVELOPMENT COMMISSION ACTING AS THE LOCAL HOUSING AUTHORITY OF THE CITY OF COMPTON, AUTHORIZING THE EXECUTIVE SECRETARY TO AMEND THE AGREEMENT WITH MARQUETTA HOWARD FOR ADMINISTRATIVE AND TECHNICAL SERVICES**

SUMMARY

This resolution authorizes the Executive Secretary to amend the existing contract with Marquetta Howard to perform services related to eligibility determination for applicants and participants in various rental subsidy programs, update applicant waiting list, and data processing.

BACKGROUND

On July 2, 2007, the City of Compton entered into a contract with Marquetta Howard to provide professional services for the Local Housing Authority. The original contract was amended on January 2, 2008. The amendment expires on June 30, 2008.

The Local Housing Authority requires the services of an individual experienced and knowledgeable with the Housing and Urban Development (HUD) rules and regulations related to intake and waiting list maintenance for the Section 8 Housing Choice Voucher Program.

STATEMENT OF THE PROBLEM

There is a continuous need for contracting services with an experienced consultant to conduct administrative and technical task and determine eligibility of applicants, data processing, and record keeping, and update applicant waiting list.

In order to accomplish this goal, it is necessary to authorize the Executive Secretary to amend the existing contract with Marquetta Howard to perform contractor services for the Local Housing Authority of the City of Compton.

2.

FISCAL IMPACT

Total estimated cost of the contract for the period July 1, 2008 through June 30, 2009 is Forty Five Thousand One Hundred and Fifty Seven ($45,157.00) Dollars. Funds are budgeted in the Local Housing Authority's 2008/2009 fiscal year budget in Account No. 2820-790-000-4269.

RECOMMENDATION

Staff recommends adoption of the attached resolution.

Harrieth Robinson-Blue
Housing Director

Charles Evans
Executive Secretary

RESOLUTION NO. ____________

A RESOLUTION OF THE URBAN COMMUNITY DEVELOPMENT COMMISSION ACTING AS THE LOCAL HOUSING AUTHORITY OF THE CITY OF COMPTON, AUTHORIZING THE EXECUTIVE SECRETARY TO AMEND THE AGREEMENT WITH MARQUETTA HOWARD FOR ADMINISTRATIVE AND TECHNICAL SERVICES

WHEREAS, the Compton Local Housing Authority specifically requires someone to perform administrative and technical task, eligibility of applicants and updating of waiting list; and

WHEREAS, Marquetta Howard has experience in determining eligibility of participants in various subsidy programs and knowledge of Housing and Urban Development (HUD) program rules and regulations; and

WHEREAS, the contract between the Compton Local Housing Authority and Marquetta Howard expires June 30, 2008 and it will be in the best interest of the Local Housing Authority to extend the duration of the contract term from July 1, 2008 to June 30, 20099; and

WHEREAS, there is a continuous need for consulting services with an experience consultant to conduct and determine eligibility for applicants and participants in various rental subsidy programs, establish and update applicant waiting list, data processing, record keeping; and

WHEREAS, Marquetta Howard, is highly qualify to meet the current needs of the Local Housing Authority.

NOW, THEREFORE, THE URBAN COMMUNITY DEVELOPMENT COMMISSION OF THE CITY OF COMPTON DOES HEREBY RESOLVE AS FOLLOWS:

Section 1 That upon the advise of the General Counsel, the Executive Secretary is hereby authorized to amend the existing contract with Marquetta Howard to extend the term of the contract from July 1, 2008 to June 30, 2009, and provide additional compensation in the amount not-to-exceed Forty Five Thousand One Hundred Fifty Seven ($45,157.00), payable at an hourly rate of Twenty One Dollars and Seventy One Cents ($21.71).

Section 2. That the funds are appropriated in the budget of the Local Housing Authority of the City of Compton in Account Number 2820-790-000-4269.

Section 3. That a certified copy of this resolution shall be filed in the offices of the Executive Secretary, General Counsel, City Controller, and Local Housing Authority of the City of Compton.

Section 4. That the Chairman shall sign and the Commission Clerk shall attest to the adoption of this resolution.

ADOPTED this _________day of ______________, 2008.

____

CHAIRMAN OF THE URBAN COMMUNITY DEVELOPMENT COMMISSION

2.

RESOLUTION NO.____________
PAGE TWO

ATTEST:

____
CLERK OF THE URBAN COMMUNITY
DEVELOPMENT COMMISSION

STATE OF CALIFORNIA
COUNTY OF LOS ANGELES
CITY OF COMPTON

I, Alita Godwin, Commission Clerk of the City of Compton, hereby certify that the foregoing resolution was adopted by the Commission, signed by the Chairman, and attested by the Clerk at a regular meeting thereof held on the ______ day of ______________, 2008.

That said resolution was adopted by the following vote, to wit:

AYES: **COMMISSIONERS -**
NOES: **COMMISSIONERS -**
ABSENT: **COMMISSIONERS -**
ABSTAIN: **COMMISSIONERS -**

____
CLERK OF THE URBAN COMMUNITY
DEVELOPMENT COMMISSION

RESOLUTION SIGN-OFF FORM

DEPARTMENT:	**Housing Authority**
RESOLUTION TITLE:	**A RESOLUTION OF THE URBAN COMMUNITY DEVELOPMENT COMMISSION ACTING AS THE LOCAL HOUSING AUTHORITY OF THE CITY OF COMPTON, AUTHORIZING THE EXECUTIVE SECRETARY TO AMEND THE AGREEMENT WITH MARQUETTA HOWARD FOR ADMINISTRATIVE AND TECHNICAL SERVICES**

H. Robinson-Blue	**7/9/2008 5:50:49 PM**
DEPARTMENT MANAGER'S SIGNATURE	DATE

REVIEW / APPROVAL

Craig Cornwell	**7/17/2008 11:34:03 AM**
CITY ATTORNEY	DATE
Willie Norfleet	**7/17/2008 2:06:46 PM**
CITY CONTROLLER	DATE
Dave Hewitt	**7/14/2008 4:41:54 PM**
BUDGET OFFICER	DATE
Charles Evans	**7/16/2008 10:35:57 AM**
CITY MANAGER	DATE

Use when:

Public Works:	When contracting for Engineering Services.
City Attorney:	When contracting for legal services; contracts that require City Attorney's review.
Controller/Budget Officer:	Amending Budget; appropriating and/or transferring funds; adding and/or deleting positions; any resolution having account numbers.
Asst. City Manager/OAS:	All personnel actions.

July 15, 2008

TO: **HONORABLE CHAIRMAN AND COMMISSIONERS**

FROM: **EXECUTIVE SECRETARY**

SUBJECT: **A RESOLUTION OF THE URBAN COMMUNITY DEVELOPMENT COMMISSION ACTING AS THE LOCAL HOUSING AUTHORITY OF THE CITY OF COMPTON, AUTHORIZING THE EXECUTIVE SECRETARY TO AMEND THE AGREEMENT WITH ELIZABETH LUNA FOR OCCUPANCY AND INTAKE SERVICES**

SUMMARY

This resolution authorizes the Executive Secretary to amend the existing contract with Elizabeth Luna to perform services related to the processing of Intake, Occupancy, Data Processing, and Waiting List Applicants and Program Participants participating in the Section 8 Housing Choice Voucher Program.

BACKGROUND

On July 2, 2007, the City of Compton entered into a contract with Elizabeth Luna to provide professional services for the Local Housing Authority. The original contract was amended on January 2, 2008. The amendment expires on June 30, 2008.

The Local Housing Authority requires the services of an individual experienced and knowledgeable with the Housing and Urban Development (HUD) rules and regulations related to occupancy, intake and waiting list maintenance for the Section 8 Housing Choice Voucher Program.

STATEMENT OF THE PROBLEM

There is a continuous need for contracting services with an experienced consultant to conduct annual reexaminations, interim re-determinations, contract terminations, data processing, and record keeping, establish and update applicant waiting list.

In order to accomplish this goal, it is necessary to authorize the Executive Secretary to amend the existing contract with Elizabeth Luna to perform contractor services for the Local Housing Authority of the City of Compton.

3.

FISCAL IMPACT

Total estimated cost of the contract for the period July 1, 2008 through June 30, 2009 is Thirty One Thousand Two Hundred ($31,200) Dollars. Funds are budgeted in the Local Housing Authority's 2008/2009 fiscal year budget in Account No. 2820-790-000-4269.

RECOMMENDATION

Staff recommends adoption of the attached resolution.

Harrieth Robinson-Blue
Housing Director

Charles Evans
Executive Secretary

RESOLUTION NO. ___________

A RESOLUTION OF THE URBAN COMMUNITY DEVELOPMENT COMMISSION ACTING AS THE LOCAL HOUSING AUTHORITY OF THE CITY OF COMPTON, AUTHORIZING THE EXECUTIVE SECRETARY TO AMEND THE AGREEMENT WITH ELIZABETH LUNA FOR OCCUPANCY AND INTAKE SERVICES

WHEREAS, the Local Housing Authority (LHA) of the City of Compton requires the services of an individual experience and knowledgeable with the Housing and Urban Development (HUD) rules and regulation relating to occupancy, intake and waiting list maintenance for the Section 8 Housing Choice Voucher Program; and

WHEREAS, the LHA specifically requires someone to conduct annual reexaminations, interim re-determinations, attend training when applicable, establish and update applicant waiting list, data processing, record keeping; assist with staff training; and

WHEREAS, Elizabeth Luna, has over 32 years experience in determining eligibility of participants in various rental subsidy programs and knowledge of HUD program rules and regulations; and

WHEREAS, the contract between the Compton Local Housing Authority and Elizabeth Luna expires June 30, 2008, and it will be in the best interest of the Local Housing Authority to extend the duration of the contract term from July 1, 2008 to June 30, 2009.

NOW, THEREFORE, THE URBAN COMMUNITY DEVELOPMENT COMMISSION OF THE CITY OF COMPTON DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. That upon the advise of the General Counsel, the Executive Secretary is hereby authorized to amend the existing contract with Elizabeth Luna to extend the term of the contract from July 1, 2008 to June 30, 2009 and provide additional compensation in the amount not-to-exceed Thirty One Thousand Two Hundred Dollars ($31, 200), payable at an hourly ate of Thirty Dollars ($30.00).

Section 2. That the funds are appropriated in the budget of the Local Housing Authority of the City of Compton in Account Number 2820-790-000-4269.

Section 3. That a certified copy of this resolution shall be filed in the offices of the Executive Secretary, General Counsel, City Controller and Local Housing Authority of the City of Compton.

Section 4. That the Chairman shall sign and the Commission Clerk shall attest to the adoption of this resolution.

ADOPTED this _________day of ______________, 2008.

____

CHAIRMAN OF THE URBAN COMMUNITY DEVELOPMENT COMMISSION

ATTEST:

____

CLERK OF THE URBAN COMMUNITY DEVELOPMENT COMMISSION

STATE OF CALIFORNIA
COUNTY OF LOS ANGELES
CITY OF COMPTON

I, Alita Godwin, Commission Clerk of the City of Compton, hereby certify that the foregoing resolution was adopted by the Commission, signed by the Chairman, and attested by the Clerk at a regular meeting thereof held on the ______ day of ______________, 2008.

That said resolution was adopted by the following vote, to wit:

AYES:	**COMMISSIONERS -**
NOES:	**COMMISSIONERS -**
ABSENT:	**COMMISSIONERS -**
ABSTAIN:	**COMMISSIONERS -**

____

CLERK OF THE URBAN COMMUNITY
DEVELOPMENT COMMISSION

RESOLUTION SIGN-OFF FORM

DEPARTMENT: **Housing Authority**

RESOLUTION TITLE: **A RESOLUTION OF THE URBAN COMMUNITY DEVELOPMENT COMMISSION ACTING AS THE LOCAL HOUSING AUTHORITY OF THE CITY OF COMPTON, AUTHORIZING THE EXECUTIVE SECRETARY TO AMEND THE AGREEMENT WITH ELIZABETH LUNA FOR OCCUPANCY AND INTAKE SERVICES**

H. Blue-Robinson	**7/9/2008 5:50:59 PM**
DEPARTMENT MANAGER'S SIGNATURE	DATE

REVIEW / APPROVAL

Craig Cornwell	**7/17/2008 11:31:24 AM**
CITY ATTORNEY	DATE
Willie Norfleet	**7/17/2008 2:04:59 PM**
CITY CONTROLLER	DATE
Dave Hewitt	**7/14/2008 4:41:44 PM**
BUDGET OFFICER	DATE
Charles Evans	**7/16/2008 10:35:47 AM**
CITY MANAGER	DATE

Use when:

Public Works:	When contracting for Engineering Services.
City Attorney:	When contracting for legal services; contracts that require City Attorney's review.
Controller/Budget Officer:	Amending Budget; appropriating and/or transferring funds; adding and/or deleting positions; any resolution having account numbers.
Asst. City Manager/OAS:	All personnel actions.