

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. Pursuant to Section 54957.5 of the California Government Code, Any writings (Except for those writings which are exempt from disclosure) which are distributed to all or a majority of the members of the City Council are available for public inspection in the lobby of the City Council Chambers and in the office of the City Clerk during regular business hours.

URBAN COMMUNITY DEVELOPMENT COMMISSION

AGENDA

Tuesday, April 14, 2009

2:50 PM

WORKSHOP(S)

HEARING(S)

3:40 P.M. - JOINT PUBLIC HEARING - TO CONSIDER A DISPOSITION AND DEVELOPMENT AGREEMENT BETWEEN THE COMMUNITY REDEVELOPMENT AGENCY AND META HOUSING CORPORATION, INC., FOR THE DISPOSITION OF CERTAIN PUBLIC-OWNED REAL PROPERTY LOCATED IN THE REDEVELOPMENT PROJECT AREA

OPENING

ROLL CALL

APPROVAL OF MINUTES

ORAL AND WRITTEN COMMUNICATION

UNFINISHED BUSINESS

NEW BUSINESS

1. A RESOLUTION OF THE URBAN COMMUNITY DEVELOPMENT COMMISSION, ACTING AS THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF COMPTON, AUTHORIZING THE EXECUTIVE SECRETARY TO AMEND THE FIRST TIME HOMEBUYERS ASSISTANCE PROGRAM TO INCREASE THE SUBSIDY AMOUNT FOR FIRST TIME HOMEBUYERS
2. A RESOLUTION OF THE URBAN COMMUNITY DEVELOPMENT COMMISSION, ACTING AS THE COMMUNITY REDEVELOPMENT AGENCY, AUTHORIZING THE EXECUTIVE SECRETARY TO ENTER INTO AGREEMENTS WITH MDG ASSOCIATES, B-ADAIR CONSULTING, AND HBJ ASSOCIATES FOR HUD PROGRAMS-RELATED CONSULTING SERVICES

AUDIENCE COMMENTS

COMMISSION COMMENTS

ADJOURNMENT

April 14, 2009

TO: CHAIRPERSON AND COMMISSIONERS

FROM: EXECUTIVE SECRETARY

SUBJECT: A RESOLUTION OF THE URBAN COMMUNITY DEVELOPMENT COMMISSION, ACTING AS THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF COMPTON, AUTHORIZING THE EXECUTIVE SECRETARY TO AMEND THE FIRST TIME HOMEBUYERS ASSISTANCE PROGRAM TO INCREASE THE SUBSIDY AMOUNT FOR FIRST TIME HOMEBUYERS.

SUMMARY:

The Urban Community Development Commission ("Commission"), acting as the Community Redevelopment Agency ("Agency"), will consider adopting a resolution, ***which is essentially "corrective legislation,"*** that will authorize the Executive Secretary to amend the First Time Homebuyers Assistance Program ("Program") to increase the subsidy amount for first time homebuyers from \$100,000 to \$150,000.

BACKGROUND:

In July 1995, the Commission authorized the Executive Secretary to implement the First Time Homebuyers Assistance Program, the purpose of which is to assist in promoting homeownership opportunities for the City's low to moderate income households who have been priced out of the homeownership market. Initially the Program allocated up to \$15,000 per applicant to assist in reducing the purchase price of a home and up to \$5,000 for down payment and closing cost assistance. Over the years the price of homes has increased tremendously, pricing low income households out of the market. Thus, in an effort to increase the number of qualified applicants, in September 2003 the Commission authorized an increase in the subsidy amount from \$15,000 to \$50,000, and in February 2005 the Commission authorized an increase in the subsidy amount from \$50,000 to \$100,000.

In spite of the increased subsidy amount of \$100,000, due to the continuous rise in the purchase price of a home, low to moderate income households have persistently been priced out of the market. In an effort to alleviate the prevailing housing crisis and to continue the City's efforts of promoting homeownership opportunities, the current subsidy amount needs to be increase from \$100,000 to \$150,000.

#1.

**Staff Report Re Resolution Authorize
Executive Secretary Increase Subsidy
First Time Homebuyers Assistance Program
April 14, 2009**

The amount funded for each household is based upon the need of each applicant. The applicant may utilize the funds towards the down payment and closing cost assistance.

STATEMENT OF THE ISSUE:

This proposed Resolution is essentially “corrective legislation.” Inadvertently, on May 22, 2007, Resolution No. 22,311 was adopted by the City Council. That Resolution authorized the City Manager to increase the mortgage subsidy amount provided to homebuyers under the First Time Homebuyers Assistance Program from \$100,000 to \$150,000. However, Resolution No. 22,311 will need to be rescinded because the Program is authorized by the Commission and administered by the Agency and Executive Secretary, not the City Council and City Manager (a companion resolution rescinding No. 22,311 is calendared on the City Council agenda for adoption).

This proposed Resolution is made retroactive to May 22, 2007 - the date the incorrect resolution was adopted by the City Council, instead of the Commission.

RECOMMENDATION:

Staff recommends that the Commission adopt the attached Resolution authorizing the Executive Secretary to amend the First Time Homebuyers Assistance Program to increase the subsidy amount for first time homebuyers from \$100,000 to \$150,000.

**KOFI SEFA-BOAKYE
DIRECTOR, COMMUNITY
REDEVELOPMENT AGENCY**

**CHARLES EVANS
EXECUTIVE SECRETARY**

Attachment: Proposed Resolution

RESOLUTION NO. _____

A RESOLUTION OF THE URBAN COMMUNITY DEVELOPMENT COMMISSION, ACTING AS THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF COMPTON, AUTHORIZING THE EXECUTIVE SECRETARY TO AMEND THE FIRST TIME HOMEBUYERS ASSISTANCE PROGRAM TO INCREASE THE SUBSIDY AMOUNT FOR FIRST TIME HOMEBUYERS.

WHEREAS, the City's Comprehensive Housing Affordability Strategy ("CHAS"), has determined that a significant number of Compton residents, including first-time homebuyers cannot afford average priced single family homes in the community; and

WHEREAS, in an effort to alleviate the prevailing housing crisis and promote homeownership opportunities for the City's low to moderate income households who have been priced out of the homeownership market, on July 25, 1995, Resolution No. 1,367 was adopted by the Commission to authorize the Executive Secretary to implement the First Time Homebuyers Assistance Program; and

WHEREAS, on February 8, 2005, the Commission adopted Resolution No. 1,631, which authorized the Executive Secretary to increase the then subsidy amount under the First Time Homebuyers Assistance Program from \$50,000 to \$100,000; and

WHEREAS, it has been determined that the current subsidy of \$100,000 is no longer sufficient to relieve the prevailing housing affordability crisis in the community; and

WHEREAS, the Commission desires to increase the mortgage subsidy amount provided to homebuyers from \$100,000 to \$150,000 under the First Time Homebuyers Assistance Program; and

WHEREAS, funds for the First Time Homebuyers Assistance Program have been identified in Account Nos. 2805 800 000 4291 and 1203 800 000 4291.

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

Section 1. That the Commission hereby authorizes the Executive Secretary to increase the mortgage subsidy amount provided to homebuyers under the First Time Homebuyers Assistance Program from \$100,000 to \$150,000, which authorization shall be retroactive to May 22, 2007.

Section 2. That the funds for implementation of the Program have been identified in Account Nos. 2805 800 000 4291 and 1203 800 000 4291.

Section 3. That the Executive Secretary is hereby authorized to execute all necessary documents upon the advice of the Agency's General Counsel.

Section 4. That a certified copy of this Resolution shall be filed in the offices of the Commission Clerk, Executive Secretary, the Community Redevelopment Agency, City Controller and General Counsel (City Attorney).

Section 5. That the Chairman of the Commission shall sign and the Commission Clerk shall attest to the adoption of this Resolution.

ADOPTED this _____ day of _____ 2009.

**CHAIRMAN OF THE URBAN COMMUNITY
DEVELOPMENT COMMISSION**

ATTEST:

**CLERK OF THE URBAN COMMUNITY
DEVELOPMENT COMMISSION**

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) ss
CITY OF COMPTON)

I, Alita Godwin, Clerk of the Urban Community Development Commission, 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 _____ 2009.

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

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

**CLERK OF THE URBAN COMMUNITY
DEVELOPMENT COMMISSION**

RESOLUTION SIGN-OFF FORM

DEPARTMENT: City Clerk

RESOLUTION TITLE: A RESOLUTION OF THE URBAN COMMUNITY DEVELOPMENT COMMISSION, ACTING AS THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF COMPTON, AUTHORIZING THE EXECUTIVE SECRETARY TO AMEND THE FIRST TIME HOMEBUYERS ASSISTANCE PROGRAM TO INCREASE THE SUBSIDY AMOUNT FOR FIRST TIME HOMEBUYERS

<ManagersName>
DEPARTMENT MANAGER’S SIGNATURE

<ManagersDate>
DATE

REVIEW / APPROVAL

<LegalName>
CITY ATTORNEY

<LegalDate>
DATE

<ControllerName>
CITY CONTROLLER

<ControllerDate>
DATE

<CityManager>
CITY MANAGER

<CityManagerDate>
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.

April 14, 2009

TO: CHAIRMAN AND COMMISSIONERS

FROM: EXECUTIVE SECRETARY

SUBJECT: A RESOLUTION OF THE URBAN COMMUNITY DEVELOPMENT COMMISSION, ACTING AS THE COMMUNITY REDEVELOPMENT AGENCY, AUTHORIZING THE EXECUTIVE SECRETARY TO ENTER INTO AGREEMENTS WITH MDG ASSOCIATES, B-ADAIR CONSULTING, AND HBJ ASSOCIATES FOR HUD PROGRAMS-RELATED CONSULTING SERVICES

SUMMARY

Staff would like the Commission to consider authorizing the Executive Secretary to enter into agreements with MDG Associates Inc., B-Adair Consulting and Administrative Services, and HBJ Associates to provide HUD programs-related consulting services.

BACKGROUND

Each year, the City of Compton receives approximately \$3 million from the U.S. Department of Housing and Urban Development for its Community Development Block Grant (CDBG), Emergency Shelter Grant (ESG), and HOME Investment Partnership (HOME) grant programs. The City's Planning and Economic Development Department administers the CDBG program and the Community Redevelopment Agency (CRA) administers the HOME and ESG programs.

For many years, the City and CRA have utilized the services of outside experts to assist with the planning, implementation, and evaluation of these programs. What's more, the City and CRA's most recent professional service agreement with Comprehensive Housing Services (CHS) for these specific services expired on March 18, 2009.

In anticipation of the end of that agreement, the City and CRA released a Request for Proposals (RFP) on January 21, 2009, soliciting the services of qualified companies to assist in several needed areas. Six (6) companies responded to the RFP offering to assist the City and CRA in one (1) or more areas. These companies were B-Adair Consulting and Administrative Services, HBJ Associates, JWA Urban Consultants, Inc., MDG Associates, Inc., SJC3 Consulting, and Willdan Engineering.

Subsequently, interviews with all six companies were conducted on March 2, 2009 and each company was evaluated based upon their experience, qualifications, and capacity to perform the services specified in their proposals. After careful consideration, staff determined that the best companies to assist the City and CRA in the identified areas were the following:

#2.

CRA – Consultants Staff Report
Page 2 of 3

MDG Associates, Inc.:

- Preparation of the HUD-Mandated 5-Year (2010-2015) Consolidation Plan
- Preparation of the FY 2010-11 Annual Action Plan
- Technical Assistance related to the implementation of the CDBG, ESG, HOME, and Neighborhood Stabilization Program (NSP) grant programs

B-Adair Consulting and Administrative Services:

- Preparation of the FY 2009-10 Annual Action Plan
- Preparation of the FY 2008-09 Consolidated Annual Performance and Evaluation Report (CAPER)
- Preparation of the FY 2009-10 Consolidated Annual Performance and Evaluation Report (CAPER)
- Maintenance of the Integrated Disbursement and Information System and assistance with Grants Administration

HBJ Associates:

- Assistance with Davis Bacon and Related Acts (DBRA) Compliance

As a result, therefore, staff is respectfully requesting that the Commission authorize the Executive Secretary to enter into agreements with the above selected companies.

FISCAL IMPACT

The cost of the above services is as follows:

MDG Associates, Inc.:

5-Year Con Plan (2010-2015)	\$21,000
FY 2010-11 Annual Action Plan	\$7,000
Technical Assistance	<u>\$19,000</u>
	\$47,000

B-Adair Consulting and Administrative Services:

FY 2009-10 Annual Action Plan	\$8,500
FY 2008-09 CAPER	\$8,500
FY 2009-10 CAPER	\$8,500
IDIS/Grants Administration	<u>\$5,000</u>
	\$30,500

HBJ Associates:

DBRA Compliance	<u>\$10,000</u>
	\$10,000

The fees for these services will be paid from a combination of accounts in the Planning and Economic Development Department (PEDD), Community Redevelopment Agency (CRA), and Public Works Department budgets.

CRA – Consultants Staff Report
Page 3 of 3

The itemized budgeted expenditures are as follows:

MDG Associates:

Account No. 2800780W114262	\$22,000
Account No. 2800780V114262	\$3,500
Account No. 2800780U764262	\$5,000
Account No. 280072V1184262	\$2,000
Account No. 2800720V204262	\$2,000
Account No. 28058000004262	<u>\$12,500</u>
	\$47,000

B-Adair Consulting:

Account No. 2800780V114262	\$6,500
Account No. 2800780W114262	\$7,000
Account No. 2800780X114262	\$7,000
Account No. 28058000004262	<u>\$10,000</u>
	\$30,500

HBJ Associates:

Account No. 2800780V114262	\$2,000
Account No. 2800780W114262	<u>\$8,000</u>
	\$10,000

RECOMMENDATION

Staff recommends that the Commission adopt the attached Resolution authorizing the Executive Secretary to enter into agreements with MDG Associates, B-Adair Consulting, and HBJ Associates.

KOFI SEFA-BOAKYE
DIRECTOR OF REDEVELOPMENT

CHARLES EVANS
EXECUTIVE SECRETARY

RESOLUTION NO. _____

A RESOLUTION OF THE URBAN COMMUNITY DEVELOPMENT COMMISSION, ACTING AS THE COMMUNITY REDEVELOPMENT AGENCY, AUTHORIZING THE EXECUTIVE SECRETARY TO ENTER INTO AGREEMENTS WITH MDG ASSOCIATES, B-ADAIR CONSULTING, AND HBJ ASSOCIATES FOR HUD PROGRAMS-RELATED CONSULTING SERVICES

WHEREAS, each year the City of Compton receives approximately \$3 million in funding from the U.S. Department of Housing and Urban Development (HUD) for the Community Development Block Grant (CDBG), Home Investment Partnership (HOME), and Emergency Shelter Grant (ESG) programs; and

WHEREAS, the City’s Planning and Economic Development Department administers the CDBG program and the Community Redevelopment Agency (CRA) administers the HOME and ESG programs; and

WHEREAS, each year the City and CRA utilize the services of outside experts to assist with the planning, implementation, and evaluation of these programs; and

WHEREAS, the City and CRA’s one-year agreement with Comprehensive Housing Services, Inc. expired on March 18, 2009 and staff released a new Request for Proposals (RFP) on January 21, 2009 to identify potential consultants; and

WHEREAS, the City and CRA received six (6) proposals from companies proposing to perform all or part of the services outlined in the RFP; and

WHEREAS, the City and CRA held oral interviews with all six (6) companies on March 2, 2009; and

WHEREAS, after careful consideration, staff determined that the best companies to assist the City and CRA in the needed areas were the following:

- MDG Associates, Inc.:
 - Preparation of the HUD-Mandated 5-Year (2010-2015) Consolidation Plan
 - Preparation of the FY 2010-11 Annual Action Plan
 - Technical Assistance related to the implementation of the CDBG, ESG, HOME, and Neighborhood Stabilization Program (NSP) grant programs
- B-Adair Consulting and Administrative Services:
 - Preparation of the FY 2009-10 Annual Action Plan
 - Preparation of the FY 2008-09 Consolidated Annual Performance and Evaluation Report (CAPER)
 - Preparation of the FY 2009-10 Consolidated Annual Performance and Evaluation Report (CAPER)
 - Maintenance of the Integrated Disbursement and Information System and assistance with Grants Administration
- HBJ Associates:
 - Assistance with Davis Bacon and Related Acts (DBRA) Compliance

RESOLUTION NO. _____

NOW, THEREFORE, THE URBAN COMMUNITY DEVELOPMENT COMMISSION DOES HEREBY RESOLVE:

Section 1. That the Executive Secretary is authorized to retain the services of MDG Associates, Inc., B-Adair Consulting and Administrative Services, and HBJ Associates to perform the services listed above.

Section 2. That the cost of said services shall not exceed the following:

<u>MDG Associates, Inc.:</u>	
5-Year Con Plan (2010-2015)	\$21,000
FY 2010-11 Annual Action Plan	\$7,000
Technical Assistance	<u>\$19,000</u>
	\$47,000
<u>B-Adair Consulting and Administrative Services:</u>	
FY 2009-10 Annual Action Plan	\$8,500
FY 2008-09 CAPER	\$8,500
FY 2009-10 CAPER	\$8,500
IDIS/Grants Administration	<u>\$5,000</u>
	\$30,500
<u>HBJ Associates:</u>	
DBRA Compliance	<u>\$10,000</u>
	\$10,000

Section 3. That the term of the agreements shall be as follows:

- MDG Associates - 18 months, renewable for up to an additional two (2) years
- B-Adair Consulting - 2 Years, renewable for up to an additional two (2) years
- HBJ Associates - 1 year, renewable for up to an additional two (2) years

Section 4. That the Executive Secretary is hereby authorized to execute the necessary agreements upon the advice of the City Attorney.

Section 5. The fees for these services will be paid from a combination of accounts in the Planning and Economic Development Department (PEDD), Community Redevelopment Agency (CRA), and Public Works Department budgets.

RESOLUTION NO. _____
PAGE 3 OF 4

<u>MDG Associates:</u>	
Account No. 2800780W114262	\$22,000
Account No. 2800780V114262	\$3,500
Account No. 2800780U764262	\$5,000
Account No. 280072V1184262	\$2,000
Account No. 2800720V204262	\$2,000
Account No. 28058000004262	<u>\$12,500</u>
	\$47,000

<u>B-Adair Consulting:</u>	
Account No. 2800780V114262	\$6,500
Account No. 2800780W114262	\$7,000
Account No. 2800780X114262	\$7,000
Account No. 28058000004262	<u>\$10,000</u>
	\$30,500

<u>HBJ Associates:</u>	
Account No. 2800780V114262	\$2,000
Account No. 2800780W114262	<u>\$8,000</u>
	\$10,000

Section 6. That a certified copy of this Resolution shall be filed in the offices of the Executive Secretary, City Attorney, City Controller, Community Redevelopment Agency, Public Works Department, Planning and Economic Development Department, and City Clerk’s Office.

Section 7. That the Chairman shall sign and the Clerk shall attest to the adoption of this Resolution.

ADOPTED this _____ day of _____, 2009.

**CHAIRMAN OF THE URBAN COMMUNITY
DEVELOPMENT COMMISSION**

ATTEST:

**CLERK OF THE URBAN COMMUNITY
DEVELOPMENT COMMISSION**

RESOLUTION NO. _____
PAGE 4 OF 4

STATE OF CALIFORNIA
COUNTY OF LOS ANGELES
CITY OF COMPTON

I, Alita Godwin, Clerk of the Urban Community Development Commission, hereby certify that the foregoing Resolution was adopted by the Commission, signed by the Chairman, and attested by the Clerk at the regular meeting thereof held on the _____ day of _____, 2009.

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: Community Redevelopment

RESOLUTION TITLE: A RESOLUTION OF THE URBAN COMMUNITY DEVELOPMENT COMMISSION, ACTING AS THE COMMUNITY REDEVELOPMENT AGENCY, AUTHORIZING THE EXECUTIVE SECRETARY TO ENTER INTO AGREEMENTS WITH MDG ASSOCIATES, B-ADAIR CONSULTING, AND HBJ ASSOCIATES FOR HUD PROGRAMS-RELATED CONSULTING SERVICES

<ManagersName>
DEPARTMENT MANAGER’S SIGNATURE

<ManagersDate>
DATE

REVIEW / APPROVAL

<LegalName>
CITY ATTORNEY

<LegalDate>
DATE

<ControllerName>
CITY CONTROLLER

<ControllerDate>
DATE

<CityManager>
CITY MANAGER

<CityManagerDate>
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.