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
Wednesday, December 26, 2007
2:50 PM

WORKSHOP(S)

HEARING(S)

OPENING

ROLL CALL

APPROVAL OF MINUTES

ORAL AND WRITTEN COMMUNICATION

EXECUTIVE SECRETARY'S REPORT

1. REQUEST FOR A WORKSHOP ON SMART GROWTH IMPLEMENTATION PLAN FOR THE CITY OF COMPTON - WEDNESDAY, JANUARY 16, 2008 AT 5:00 P.M.

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 AND APPROVING AN

AGREEMENT WITH ELIZABETH LUNA FOR OCCUPANCY AND INTAKE SERVICES

3. A RESOLUTION OF THE URBAN COMMUNITY DEVELOPMENT COMMISSION ACTING AS THE LOCAL HOUSING AUTHORITY OF
THE CITY OF COMPTON, AUTHORIZING AND APPROVING AN AGREEMENT WITH MARQUETTA HOWARD FOR ADMINISTATIVE
AND TECHNICAL SERVICES.

AUDIENCE COMMENTS

COMMISSION COMMENTS

ADJOURNMENT

December 26, 2007

TO: **CHAIRMAN AND COMMISSIONERS**

FROM: **EXECUTIVE SECRETARY**

SUBJECT: **REQUEST FOR A WORKSHOP ON SMART GROWTH IMPLEMENTATION PLAN FOR THE CITY OF COMPTON**

SUMMARY

Request the Commission to schedule a workshop to consider a proposal from ICF Consulting Services LLC, (ICF) to prepare a Smart Growth Strategic Implementation Plan for the City of Compton.

BACKGROUND

The Community Redevelopment Agency (Agency) is preparing specific plans as framework to maximize developments in certain sub-locations of the Redevelopment Project Area. A major component of the Specific Plan is a Smart Growth Strategic Implementation Plan.

STATEMENT OF THE ISSUE

Staff is requesting a workshop to consider the proposal from ICF Consulting Services LLC, (ICF) to prepare a Smart Growth Implementation for the City of Compton.

RECOMMENDATION

That the Commission, by minute motion, set a workshop for January 16, 2008 at 5 p.m. to consider the ICF proposal to prepare a Smart growth Implementation Plan for the City.

KOFI SEFA-BOAKYE
DIRECTOR OF REDEVELOPMENT

CHARLES EVANS
EXECUTIVE SECRETARY

December 26, 2007

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 AND APPROVING AN 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 current contract expires on December 31, 2007.

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.

2.

FISCAL IMPACT

Total estimated cost of the contract for the period January 2, 2008 through June 30, 2008 is Fifteen Thousand Six Hundred ($15,600) Dollars. Funds are budgeted in the Local Housing Authority's 2007/2008 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 AND APPROVING AN AGREEMENT WITH ELIZABETH LUNA FOR OCCUPANCY AND INTAKE SERVICES

WHEREAS, the current contract expires December 31, 2007, and it will be in the best interest of the Local Housing Authority to extend the duration of the contract term from January 2, 2008 to June 30, 2008.

WHEREAS, there is a continuous need for consulting services with an experienced consultant to conduct annual reexaminations, interim re-determinations, attend training when applicable, establish and update applicant waiting list, data processing, record keeping; and

WHEREAS, Elizabeth Luna, is highly qualified 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 the Executive Secretary is hereby authorized to amend the existing contract with Elizabeth Luna. The duration of this agreement shall be from January 2, 2008 to June 30, 2008.

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 the contractual agreement between Elizabeth Luna, and the Local Housing Authority of the City of Compton shall not exceed the amount of Fifteen Thousand Six Hundred ($15,600) Dollars, payable at $30.00 an hour, not to exceed twenty(20) hours per week unless approved by the Executive Secretary or his/her designee. Consultant shall be paid on the basis of every two weeks upon submission of an invoice.

Section 4. That a certified copy of this resolution shall be filed in the offices of the Executive Secretary, City Attorney, City Controller and Local Housing Authority of the City of Compton.

Section 5. That the Chairman shall sign and the City Clerk shall attest to the adoption of this resolution.

ADOPTED this _________day of ______________, 2007.

____

CHAIRMAN OF THE URBAN COMMUNITY DEVELOPMENT COMMISSION

2.

ATTEST:

____
**CLERK OF THE URBAN COMMUNITY
DEVELOPMENT COMMISSION**

**STATE OF CALIFORNIA
COUNTY OF LOS ANGELES
CITY OF COMPTON**

I, Alita Godwin, City 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 ______________, 2007.

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 AND APPROVING AN AGREEMENT WITH ELIZABETH LUNA FOR OCCUPANCY AND INTAKE SERVICES**

<ManagersName>
DEPARTMENT MANAGER'S SIGNATURE

<ManagersDate>
DATE

REVIEW / APPROVAL

<LegalName>
CITY ATTORNEY

<LegalDate>
DATE

<ControllerName>
CITY CONTROLLER

<ControllerDate>
DATE

<BudgetName>
BUDGET OFFICER

<BudgetDate>
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.

December 26, 2007

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 AND APPROVING AN AGREEMENT WITH MARQUETTA HOWARD FOR ADMINISTATIVE AND TECHNICAL SERVICES.**

SUMMARY

This resolution authorizes the Executive Secretary to amend the existing contract Marquetta Howard to perform services related 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 current contract expires on December 31, 2007.

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.

FISCAL IMPACT

Total estimated cost of the contract for the period January 2, 2008 through June 30, 2008 is Nineteen Thousand Two Hundred and Ninety Two ($19,292) Dollars. Funds are budgeted in the Local Housing Authority's 2007/2008 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 AND APPROVING AN AGREEMENT WITH MARQUETTA HOWARD FOR ADMINISTRATIVE AND TECHNICAL SERVICES

WHEREAS, the current contract expires December 31, 2007, and it will be in the best interest of the Local Housing Authority to extend the duration of the contract term from January 2, 2008 to June 30, 2008.

WHEREAS, there is a continuous need for consulting services with an experienced consultant to conduct 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 qualified 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 the Executive Secretary is hereby authorized to amend the existing contract with Marquetta Howard. The duration of this agreement shall be from January 2, 2008 to June 30, 2008.

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 the contractual agreement between Marquetta Howard, and the Local Housing Authority of the City of Compton shall not exceed the amount of Nineteen Thousand Two Hundred and Ninety Two ($19,292) Dollars, payable at $18.55 working a maximum of 40 hours a week. Consultant shall be paid on the basis of every two weeks upon submission of an invoice.

Section 4. That a certified copy of this resolution shall be filed in the offices of the Executive Secretary, City Attorney, City Controller and Local Housing Authority of the City of Compton.

Section 5. That the Chairman shall sign and the City Clerk shall attest to the adoption of this resolution.

ADOPTED this _________day of ______________, 2007.

____

CHAIRMAN OF THE URBAN COMMUNITY DEVELOPMENT COMMISSION

3.

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, City 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 ______________, 2007.

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 AND APPROVING AN AGREEMENT WITH MARQUETTA HOWARD FOR ADMINISTATIVE AND TECHNICAL SERVICES.**

<ManagersName>	**<ManagersDate>**
DEPARTMENT MANAGER'S SIGNATURE	DATE

REVIEW / APPROVAL

<LegalName>	**<LegalDate>**
CITY ATTORNEY	DATE
<ControllerName>	**<ControllerDate>**
CITY CONTROLLER	DATE
<BudgetName>	**<BudgetDate>**
BUDGET OFFICER	DATE
<CityManager>	**<CityManagerDate>**
CITY MANAGER	DATE

Use when:

Public Works:	When contracting for Engineering Services.
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Asst. City Manager/OAS:	All personnel actions.