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, January 22, 2008
2:50 PM

WORKSHOP(S)

HEARING(S)

OPENING

ROLL CALL

APPROVAL OF MINUTES

1. NOVEMBER 20, 2007
   NOVEMBER 27, 2007
   DECEMBER 4, 2007
   DECEMBER 11, 2007
   DECEMBER 18, 2007
   JANUARY 2, 2008

ORAL AND WRITTEN COMMUNICATION

EXECUTIVE SECRETARY'S REPORT

2. SETTING PUBLIC HEARING
   PHA ANNUAL PLAN 2008

UNFINISHED BUSINESS

NEW BUSINESS

3. A RESOLUTION OF THE CITY COUNCIL OF THE URBAN COMMUNITY DEVELOPMENT COMMISSION, ACTING AS THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF COMPTON, IMPLMENTING THE AGENCY'S POLICIES AND PROCEDURES FOR THE APPROVAL OF PURCHASE ORDERS AND CONTRACTS

4. A RESOLUTION OF THE URBAN COMMUNITY DEVELOPMENT COMMISSION, ACTING AS THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF COMPTON AMENDING THE CITY OF COMPTON'S 2007-2008 FISCAL YEAR BUDGET AND APPROPRIATING ADDITIONAL FUNDS TO EXPAND THE FIRST TIME HOMEBUYERS PROGRAM

AUDIENCE COMMENTS

COMMISSION COMMENTS

ADJOURNMENT

NOVEMBER 20, 2007

The Urban Community Development Commission meeting was called to order at 7:29 p.m. in the Council Chambers of City Hall by Chairperson Pro-Tem Barbara Calhoun.

Roll Call

Commissioners Present: **Dobson, Hall, Calhoun**
Commissioners Absent: **Arceneaux, Perrodin***

Other Officials Present: **L. Clegg, A. Godwin, C. Evans**

APPROVAL OF MINUTES

On motion by Dobson, seconded by Hall, the minutes of **October 9, 2007** were approved by the following vote on roll call:

AYES: Commissioners - Dobson, Hall, Calhoun
NOES: Commissioners - None
ABSENT: Commissioners - Arceneaux, Perrodin

***Chairperson Perrodin arrived at 7:31 p.m.**

EXECUTIVE SECRETARY'S REPORTS

Request for a Joint Public Hearing - Updated 2008-2013 Redevelopment and Housing Implementation Plan for the Compton Redevelopment Project Area

On motion by Hall, seconded by Dobson, the hearing was scheduled for 12/18/07 at 6:50 p.m., by the following vote on roll call:

AYES: Commissioners - Calhoun, Dobson, Hall, Perrodin
NOES: Commissioners - None
ABSENT: Commissioners - Arceneaux

1.

NEW BUSINESS

ACTING AS THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF COMPTON, ACCEPTING THE PROPOSAL OF B-ADAIR CONSULTING AND ADMINISTRATIVE SERVICES TO DEVELOP THE UPDATED 2008-2013 REDEVELOPMENT AND HOUSING IMPLEMENTATION PLAN FOR THE COMPTON REDEVELOPMENT PROJECT AREA

On motion by Dobson, seconded by Calhoun, **Resolution # 1,686** entitled **"A RESOLUTION OF THE URBAN COMMUNITY DEVELOPMENT COMMISSION OF THE CITY OF COMPTON ACTING AS THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF COMPTON, ACCEPTING THE PROPOSAL OF B-ADAIR CONSULTING AND ADMINISTRATIVE SERVICES TO DEVELOP THE UPDATED 2008-2013 REDEVELOPMENT AND HOUSING IMPLEMENTATION PLAN FOR THE COMPTON REDEVELOPMENT PROJECT"** was adopted by the following vote on roll call:

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

ACTING AS THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF COMPTON AUTHORIZING THE EXECUTIVE SECRETARY TO PAY FOR SWAYZER'S INC. FOR THE ALAMEDA STREET LANDSCAPING ENHANCEMENT (CIP #08-11)

On motion by Calhoun, seconded by Dobson, **Resolution # 1,687** entitled **"A RESOLUTION OF THE URBAN COMMUNITY DEVELOPMENT COMMISSION OF THE CITY OF COMPTON ACTING AS THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF COMPTON AUTHORIZING THE EXECUTIVE SECRETARY TO PAY FOR SWAYZER'S INC. FOR THE ALAMEDA STREET LANDSCAPING ENHANCEMENT (CIP #08-11)"** was adopted by the following vote on roll call:

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

AUTHORIZING THE EXECUTIVE SECRETARY TO ISSUE A PURCHASE ORDER TO R.P. LAURAIN & ASSOCIATES TO PROVIDE APPRAISAL SERVICES FOR THE COMMUNITY REDEVELOPMENT AGENCY

On motion by Hall, seconded by Calhoun, **Resolution # 1,688** entitled **"A RESOLUTION OF THE URBAN COMMUNITY DEVELOPMENT COMMISSION OF THE CITY OF COMPTON AUTHORIZING THE EXECUTIVE SECRETARY TO ISSUE A PURCHASE ORDER TO R.P. LAURAIN & ASSOCIATES TO PROVIDE APPRAISAL SERVICES FOR THE COMMUNITY REDEVELOPMENT AGENCY"** was adopted by the following vote on roll call:

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

AUTHORIZING A PURCHASE AGREEMENT BETWEEN THE COMMUNITY REDEVELOPMENT AGENCY AND DONEL DEVELOPMENT, LLC., PERLA PROPERTIES, LLC., AND TOP YOU, LLC., FOR THE ACQUISITION OF CERTAIN REAL PROPERTY LOCATED IN THE COMPTON REDEVELOPMENT PROJECT AREA

On motion by Calhoun, seconded by Hall, **Resolution # 1,689** entitled **"A RESOLUTION OF THE URBAN COMMUNITY DEVELOPMENT COMMISSION OF THE CITY OF COMPTON AUTHORIZING A PURCHASE AGREEMENT BETWEEN THE COMMUNITY REDEVELOPMENT AGENCY AND DONEL DEVELOPMENT, LLC., PERLA PROPERTIES, LLC., AND TOP YOU, LLC., FOR THE ACQUISITION OF CERTAIN REAL PROPERTY LOCATED IN THE COMPTON REDEVELOPMENT PROJECT AREA"** was adopted by the following vote on roll call:

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

AUDIENCE COMMENTS

There were no Audience Comments.

COMMISSION COMMENTS

There were no Commission Comments.

On motion by Hall, seconded by Calhoun, the meeting was adjourned at 7:33 p.m., by the following vote on roll call:

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

Clerk of the Urban Community Development Commission	**Chairman of the Urban Community Development Commission**

NOVEMBER 27, 2007

The Urban Community Development Commission meeting was called to order at 4:51 p.m. in the Council Chambers of City Hall by Chairperson Pro-Tem Lillie Dobson.

Roll Call

Commissioners Present: **Calhoun, Arceneaux, Hall, Dobson**
Commissioners Absent: **Perrodin**

Other Officials Present: **L. Clegg, 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 **Essie Spellman**, founder of Ms. Essie's House Homeless Shelter, commended Pastor Alex for sending his staff to repair Ms. Essie's House and for the work he's doing in the community.

Ms. Spellman also mentioned that Ms. Essie's House is in need of funding and invited the women and girls on Long Beach Boulevard to stay at her shelter.

COMMISSION COMMENTS There were no Commission Comments.

On motion by Arceneaux, seconded by Hall, the meeting was adjourned at 4:54 p.m., by the following vote on roll call:

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

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Clerk of the Urban Community Development Commission

Chairman of the Urban Community Development Commission

1.

DECEMBER 4, 2007

The Urban Community Development Commission meeting was called to order at 7:20 p.m. in the Council Chambers of City Hall by Chairperson Eric Perrodin.

Roll Call

Commissioners Present: **Calhoun, Dobson, Arceneaux, Hall, Perrodin**
Commissioners Absent: **None**

Other Officials Present: **C. Cornwell, V. McDaniel, C. Evans**

APPROVAL OF MINUTES There were no minutes to be approved.

UNFINISHED BUSINESS There was no Unfinished Business.

NEW BUSINESS

ACCEPTING THE PROPOSAL OF ICF CONSULTING SERVICES, LLC., TO PREPARE A SMART GROWTH STRATEGIC PLAN TO GUIDE IMPLEMENTATION OF SPECIFIC DEVELOPMENTS IN THE REDEVELOPMENT PROJECT AREA **Reagendad.**

AUDIENCE COMMENTS There were no Audience Comments.

COMMISSION COMMENTS There were no Commission Comments.

On motion by Dobson, seconded by Calhoun, the meeting was adjourned at 7:20 p.m., by the following vote on roll call:

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

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Clerk of the Urban Community Development Commission **Chairman of the Urban Community Development Commission**

DECEMBER 11, 2007

The Urban Community Development Commission meeting was called to order at 3:25 p.m. in the Council Chambers of City Hall by Chairperson Pro-Tem Barbara Calhoun.

Roll Call

Commissioners Present: **Dobson, Arceneaux, Hall, Calhoun**
Commissioners Absent: **Perrodin**

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

APPROVAL OF MINUTES On motion by Arceneaux, seconded by Hall, the minutes of **October 16, 2007**, **October 23, 2007** and **November 6, 2007** were approved by the following vote on roll call:

AYES: Commissioners - Dobson, Arceneaux, Hall, Calhoun
NOES: Commissioners - None
ABSENT: Commissioners - Perrodin

UNFINISHED BUSINESS There was no Unfinished Business.

NEW BUSINESS

AMENDING THE CITY OF COMPTON'S 2007-08 FISCAL YEAR BUDGET AND APPROPRIATING ADDITIONAL FUNDS TO EXPAND THE FIRST TIME HOMEBUYERS PROGRAM

On motion by Arceneaux, seconded by Hall, **Resolution # 1,690** entitled **"A RESOLUTION OF THE URBAN COMMUNITY DEVELOPMENT COMMISSION AMENDING THE CITY OF COMPTON'S 2007-08 FISCAL YEAR BUDGET AND APPROPRIATING ADDITIONAL FUNDS TO EXPAND THE FIRST TIME HOMEBUYERS PROGRAM"** was adopted by the following vote on roll call:

AYES: Commissioners - Dobson, Arceneaux, Hall, Calhoun
NOES: Commissioners - None
ABSENT: Commissioners - Perrodin

AUDIENCE COMMENTS There were no Audience Comments.

COMMISSION COMMENTS There were no Commission Comments.

1.

On motion by Hall, seconded by Arceneaux, the meeting was adjourned at 3:26 p.m., by the following vote on roll call:

AYES: Commissioners - Dobson, Arceneaux, Hall, Calhoun
NOES: Commissioners - None
ABSENT: Commissioners - Perrodin

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Clerk of the Urban Community Development Commission	**Chairman of the Urban Community Development Commission**

DECEMBER 18, 2007

The Urban Community Development Commission meeting was called to order at 7:13 p.m. in the Council Chambers of City Hall by Chairperson Eric Perrodin.

Roll Call

Commissioners Present: **Calhoun, Dobson, Perrodin**
Commissioners Absent: **Arceneaux, 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

AUTHORIZING A PURCHASE AGREEMENT BETWEEN THE COMMUNITY REDEVELOPMENT AGENCY AND DISCOUNT BANKER REALTY FOR THE ACQUISITION OF CERTAIN REAL PROPERTY LOCATED IN THE COMPTON REDEVELOPMENT PROJECT AREA

Councilperson Dobson questioned if a current appraisal was obtained for the property.

Executive Secretary Evans replied affirmatively.

On motion by Calhoun, **Resolution # 1,691** entitled **"A RESOLUTION OF THE URBAN COMMUNITY DEVELOPMENT COMMISSION OF THE CITY OF COMPTON AUTHORIZING A PURCHASE AGREEMENT BETWEEN THE COMMUNITY REDEVELOPMENT AGENCY AND DISCOUNT BANKER REALTY FOR THE ACQUISITION OF CERTAIN REAL PROPERTY LOCATED IN THE COMPTON REDEVELOPMENT PROJECT AREA"** was adopted by the following vote on roll call:

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

On motion by Calhoun, seconded by Dobson, the Urban Community Development Commission meeting was recessed at 7:15 p.m., by the following vote on roll call:

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

1.

On motion by Dobson, seconded by Calhoun, the Urban Community Development Commission meeting was reconvened at 7:26 p.m., by the following vote on roll call:

AYES: Commissioners - Calhoun, Dobson, Perrodin
NOES: Commissioners - None
ABSENT: Commissioners - Arceneaux, Hall

JOINT PUBLIC HEARING - UPDATED 2008-2013 REDEVELOPMENT AND HOUSING IMPLEMENTATION PLAN FOR THE COMPTON REDEVELOPMENT PROJECT AREA

On motion by Dobson, seconded by Calhoun, the joint public hearing was opened at 7:27 p.m., by the following vote on roll call:

AYES: Commissioners/Council Members - Calhoun, Dobson, Perrodin
NOES: Commissioners/Council Members - None
ABSENT: Commissioners/Council Members - Arceneaux, Hall

Kofi Sefa'boakye, representative of the Community Redevelopment Agency, stated that the purpose of this hearing is to consider a resolution authorizing a five-year implementation plan for the Compton redevelopment project area. The five-year plan contains a list of activities that alleviate blithe in the Compton community, while evaluating the redevelopment agency's past, present and future progress. Copies of this report are available at various city facilities throughout the City of Compton.

On motion by Dobson, seconded by Calhoun, the joint public hearing was closed at 7:31 p.m., by the following vote on roll call:

AYES: Commissioners/Council Members - Calhoun, Dobson, Perrodin
NOES: Commissioners/Council Members - None
ABSENT: Commissioners/Council Members - Arceneaux, Hall

COMMISSION/COUNCIL COMMENTS ON THE HEARING

Chairperson/Mayor Perrodin requested that all current and future copies of the five-year plan be posted at the Latino Chamber of Commerce.

ADOPTING THE AB 1290 REDEVELOPMENT AND HOUSING IMPLEMENTATION PLAN UPDATE FOR THE COMPTON REDEVELOPMENT PROJECT AREA

On motion by Dobson, seconded by Calhoun, **Resolution # 1,692** entitled **"A RESOLUTION OF THE URBAN COMMUNITY DEVELOPMENT COMMISSION OF THE CITY OF COMPTON ADOPTING THE AB 1290 REDEVELOPMENT AND HOUSING IMPLEMENTATION PLAN UPDATE FOR THE COMPTON REDEVELOPMENT PROJECT AREA"** was adopted by the following vote on roll call:

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

AMENDING THE CITY OF COMPTON'S 2007-08 FISCAL YEAR BUDGET AND APPROPRIATING ADDITIONAL FUNDS TO EXPAND THE FIRST TIME HOMEBUYERS PROGRAM

Reagendad. (four vote requirement)

AUDIENCE COMMENTS

There were no Audience Comments.

COMMISSION COMMENTS

There were no Commission Comments.

On motion by Dobson, seconded by Calhoun, the meeting was adjourned at 7:33 p.m., by the following vote on roll call:

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

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Clerk of the Urban Community Development Commission

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Chairman of the Urban Community Development Commission

1.

JANUARY 2, 2008

The Urban Community Development Commission meeting was called to order at 7:09 p.m. in the Council Chambers of City Hall by Chairperson Pro-Tem Barbara Calhoun.

Roll Call

Commissioners Present: **Dobson, Hall, Calhoun**
Commissioners Absent: **Arceneaux, Perrodin**

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

APPROVAL OF MINUTES There were no minutes to be approved.

EXECUTIVE SECRETARY'S REPORT

Request for a Workshop - Smart Growth Implementation Plan for the City of Compton

On motion by Dobson, seconded by Hall, the workshop was scheduled for 1/16/08 at 5 p.m., by the following vote on roll call:

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

Informational - Vacant Lot Beautification Program Report

On motion by Dobson, seconded by Hall, the report was received and filed, by the following vote on roll call:

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

UNFINISHED BUSINESS There was no Unfinished Business.

NEW BUSINESS

APPROVING A LEASE AGREEMENT WITH THE CITY OF COMPTON AND THE COMPTON LOCAL HOUSING AUTHORITY

On motion by Dobson, seconded by Hall, **Resolution # 1,693** entitled **"A RESOLUTION OF THE URBAN COMMUNITY DEVELOPMENT COMMISSION OF THE CITY OF COMPTON APPROVING A LEASE AGREEMENT WITH THE CITY OF COMPTON AND THE COMPTON LOCAL HOUSING AUTHORITY"** was adopted by the following vote on roll call:

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

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

On motion by Dobson, seconded by Hall, **Resolution # 1,694** entitled **"A RESOLUTION OF THE URBAN COMMUNITY DEVELOPMENT COMMISSION OF THE CITY OF COMPTON AUTHORIZING AND APPROVING AN AGREEMENT WITH ELIZABETH LUNA FOR OCCUPANCY AND INTAKE SERVICES"** was adopted by the following vote on roll call:

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

AUTHORIZING AND APPROVING AN AGREEMENT WITH MARQUETTA HOWARD FOR ADMINISTRATIVE AND TECHNICAL SERVICES

On motion by Dobson, seconded by Hall, **Resolution # 1,695** entitled **"A RESOLUTION OF THE URBAN COMMUNITY DEVELOPMENT COMMISSION OF THE CITY OF COMPTON AUTHORIZING AND APPROVING AN AGREEMENT WITH MARQUETTA HOWARD FOR ADMINISTRATIVE AND TECHNICAL SERVICES"** was adopted by the following vote on roll call:

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

AMENDING THE CITY OF COMPTON'S 2007-08 FISCAL YEAR BUDGET AND APPROPRIATING ADDITIONAL FUNDS TO EXPAND THE FIRST TIME HOMEBUYERS PROGRAM

Reagendad. (four vote requirement)

AUDIENCE COMMENTS

Maya and Lamar Willis, announced that they have just opened a new non-profit senior housing development at 217 South Essey Avenue. Mr. Willis stated that the grand opening event would be held on January 5, 2008 and invited the council to attend. Mr. Willis also requested additional information concerning grant funding and seniors in need of placement.

Executive Secretary Evans referred Mr. Willis to city staff for information concerning grant funding.

Commissioner Hall referred Mr. Willis to the Dollarhide Neighborhood Center for referrals of seniors in need of placement.

COMMISSION COMMENTS

There were no Commission Comments.

On motion by Dobson, seconded by Hall, the meeting was adjourned at 7:15 p.m., by the following vote on roll call:

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

_______________________________ **Clerk of the Urban Community Development Commission**

_______________________________ **Chairman of the Urban Community Development Commission**

January 22, 2008

TO: CHAIRMAN AND COMMISSIONERS

FROM: EXECUTIVE SECRETARY

SUBJECT: SETTING PUBLIC HEARING
PUBLIC HOUSING AGENCY (PHA) ANNUAL PLAN 2008

By mandate of the United States Department of Housing and Urban Development (HUD), Housing Authorities nationwide are required to develop and implement a 5-year Plan and an Annual Plan. The PHA Plan is a comprehensive guide to public housing agency (PHA) policies, programs, operations, and strategies for meeting local housing needs and goals. There are two parts to the PHA Plan. The 5-Year Plan, which each PHA submits to HUD once every 5th PHA fiscal year, and the Annual Plan, which is submitted to HUD every year.

The 5-Year Plan describes the mission of the Housing Authority and the long range goals and objectives for achieving its mission over the subsequent 5 years. The annual plan provides the plans and procedures to be met annually in order to meet the goals of the 5-Year Plan.

It is requested that the public hearing be schedule for Tuesday, April 1, 2008, at 6:50pm in the Council Chambers at the Urban Community Development Commission Meeting located at 205 South Willowbrook Avenue, Compton.

HARRIETH ROBINSON-BLUE
HOUSING DIRECTOR

CHARLES EVANS
EXECUTIVE SECRETARY

PUBLIC NOTICE
NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN THAT THE LOCAL HOUSING AUTHORITY OF THE CITY OF COMPTON will hold a public hearing in the COUNCIL CHAMBERS, 205 South Willowbrook Avenue, Compton, CA 6:50 p.m., on Tuesday, April 1, 2008.

THE PURPOSE OF THE HEARING IS to provide citizens, public agencies and other interested parties an opportunity to provide input for the One-Year Annual Plan for fiscal year 2008 for the Local Housing Authority of the City of Compton. The One-Year Annual Plan proposes the plans and procedures to be met annually in order to meet the goals of the Five Year Plan.

ALL INTERESTED PARTIES are invited to attend said hearing and express opinions related to the One-Year Annual Plan.

The One-Year Plan for the Local Housing Authority of the City of Compton will be available for public view at:

Local Housing Authority of the City of Compton
600 North Alameda, Room 163
Compton, CA 90221

The Local Housing Authority of the City of Compton business hours is Monday through Thursday 7:00 a.m. to 6:00 p.m.

HEARING DATE: Urban Community Development Commission
Tuesday, April 1, 2008 at 6:50 p.m.

LOCATION: Council Chambers
205 South Willowbrook Avenue
Compton, CA 90220

All written testimony must be received no later than April 1, 2008 at 12:00 noon. Any person or organization may file written testimony on the One-Year Annual Plan with the City Clerk’s office located at 209 South Willowbrook Ave., Compton, CA 90220

January 22, 2008

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, ESTABLISHING POLICIES AND PROCEDURES FOR THE APPROVAL OF PURCHASE ORDERS AND CONTRACTS.**

SUMMARY:

The Urban Community Redevelopment Commission ("Commission"), acting as the Community Redevelopment Agency ("Agency"), will consider a resolution establishing new policies and procedures for administrative approval of purchase orders and contracts in order to reduce the volume of small transaction-oriented resolutions submitted to the Commission for review. The new policies will allow the Commission to focus its attention on fiscally significant activities and policies by reducing the number of small transactions requiring Commission approval. It should be noted that all transactions will still be required to comply with City of Compton and Commission policies and procedures for review and approval prior to execution. Additionally, elimination of the resolution requirement for small transactions will save time on the part of the Agency and several City departments and allow Agency business to be executed more quickly and efficiently.

STATEMENT OF THE ISSUE:

The time and attention of the Commission is a valuable asset, and it should be reserved for matters significant to the City of Compton. Currently, the Commission reviews and adopts by resolution a variety of Agency transactions, including:

1. **All purchase orders over $5000**
2. **All authorizations for contracts regardless of the amount**

The practice of approving these transactions by resolution places a significant workload on the Commission for review and approval, on the administrative departments for review and on the Agency for preparation. In addition, the resolution process may delay the acquisition of goods and services that are needed by the Agency and/or the citizens.

Consequently, staff is requesting that the policy for requiring Commission adoption of resolutions be changed for each of the above described transaction types.

1. Purchase Orders. The Compton Municipal Code does not explicitly require the Commission to adopt purchase orders individually by resolution. Traditionally, however, all purchase orders of $5000 or more have been submitted to the Commission by resolution prior to their execution. Staff is requesting that the amount required for Commission approval be increased to purchase orders in the amount of more than $25,000. Therefore, purchase orders will not require adoption of the Commission by separate resolution if they are:

- For an amount of $25,000 or less;
- Properly approved by the Executive Secretary and/or other required staff;
- Applied to an existing appropriation; and
- Fulfill in whole or in part a budgeted expenditure as adopted by the Commission in the Combined Budget Resolution for the current fiscal year.

To provide added control over the $25,000 Purchase Order resolution requirement, the following procedural changes are requested:

- Purchase Orders for the same vendor, for the acquisition of related goods/services, and occurring in the same fiscal year shall be treated as one combined Purchase Order for purposes of determining if the $25,000 threshold is met.
- A new addition to an existing Purchase Order shall be combined with the original Purchase Order and any previous additions to the Purchase Order for purposes of determining if the $25,000 threshold is met.
- Purchase Orders will not be split in order to avoid the $25,000 threshold, including splits near the cutoff between fiscal years.

2. Contracts. Equally prolific and time consuming has been the Commission approval process for Agency contract authorizations. While historically, purchase orders of less then $5,000 have been generally subject to only administrative approval, authorizations to enter into contracts on behalf of the Agency, regardless of how minimal the amount of compensation involved, typically have required adoption of a Commission resolution.

In light of the fact that the Commission and Agency were established pursuant to authority granted by State law, there are certain provisions of the California Public Contract Code that must be followed by the Agency in awarding certain types of contracts. For example, *Section 20688.2* of the *California Public Contract Code* requires that grading, clearing, demolition or construction work undertaken by the agency be done by contract after competitive bids if the cost of that work exceeds $5,000. The proposed resolution does not authorize the Agency to forgo the requirements of Section 20688.2.

Staff is requesting that the Executive Secretary be given authority, upon the advice and approval of the Commission General Counsel (i.e. City Attorney), to enter into contracts on behalf of the Agency when the total amount of compensation to be paid pursuant to the contract is $25,000 or less.

FINANCIAL IMPACT:

There is no expected cost associated with the acceptance of the requested policy changes. However, it is anticipated that a lower volume of proposed resolutions will save time and increase the efficiency of the Agency and several City departments.

RECOMMENDATION:

Staff recommends that the Commission adopt the attached Resolution which establishes policies and procedures for the approval of purchase orders and contracts.

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

**CHARLES EVANS
EXECUTIVE SECRETARY**

Attachment: Proposed Resolution

3.

RESOLUTION NO. ___________

A RESOLUTION OF THE URBAN COMMUNITY DEVELOPMENT COMMISSION, ACTING AS THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF COMPTON, IMPLEMENTING THE AGENCY'S POLICIES AND PROCEDURES FOR THE APPROVAL OF PURCHASE ORDERS AND CONTRACTS.

WHEREAS, by ordinance adopted pursuant to authority granted by State law (*California Health & Safety Code Sections 33000 et seq.),* the Urban Community Development Commission ("Commission") was established to function as the governing body of the Community Redevelopment Agency ("Agency"); and

WHEREAS, the Commission reviews a large number of resolutions, many of which relate to the normal operations of the Agency; and

WHEREAS, the time of the Commission has a finite limit and should be wisely allocated to matters most important to the Agency and its City's residents; and

WHEREAS, the employees of the Agency spend time preparing resolutions relating to normal operations of the Agency and their time is also finite; and

WHEREAS, expediting the normal operations of the Agency should increase efficiency and in some situations reduce costs to the Agency.

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

<u>Section 1.</u> That purchase orders in an amount greater than $25,000 will be submitted to Urban Community Development Commission by resolution prior to being executed. Purchase orders do not require adoption by resolution if they are:

- For an amount of $25,000 or less;
- Properly approved by the Executive Secretary and/or other required staff;
- Applied to an existing appropriation; and
- Fulfill in whole or in part a budgeted expenditure as adopted by the Commission in the Combined Budget Resolution for the current fiscal year.

<u>Section 2.</u> That the following purchase order procedures are now in effect:

- Purchase Orders for the same vendor, for the acquisition of related goods/services, and occurring in the same fiscal year shall be treated as one combined Purchase Order for purposes of determining if the $25,000 threshold is met.
- A new addition to an existing Purchase Order shall be combined with the original Purchase Order and any previous additions to the Purchase Order for purposes of determining if the $25,000 threshold is met.
- Purchase Orders will not be split in order to avoid the $25,000 threshold, including splits near the cutoff between fiscal years.

<u>Section 3.</u> That upon the advice and approval of the General Counsel, the Executive Secretary is authorized to enter into contracts on behalf of the Agency, without first having the Commission adopt a separate authorizing resolution, when the total amount of compensation to be paid by the Agency pursuant to the contract is $25,000 or less. Notwithstanding the foregoing, this provision shall not be applicable to public improvement contracts.

<u>Section 4.</u> 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).

<u>Section 5.</u> That the Chairman of the Commission 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) 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 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 -
ABSTAIN: COMMISSIONERS -
ABSENT: COMMISSIONERS -

____
CLERK OF THE URBAN COMMUNITY DEVELOPMENT COMMISSION

3.

RESOLUTION SIGN-OFF FORM

DEPARTMENT:	**Community Redevelopement**
RESOLUTION TITLE:	**A RESOLUTION OF THE CITY COUNCIL OF THE URBAN COMMUNITY DEVELOPMENT COMMISSION, ACTING AS THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF COMPTON, IMPLMENTING THE AGENCY'S POLICIES AND PROCEDURES FOR THE APPROVAL OF PURCHASE ORDERS AND CONTRACTS**

<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.
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.

January 22, 2008

TO: **CHAIRMAN 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, AMENDING THE CITY OF COMPTON'S 2007-2008 FISCAL YEAR BUDGET AND APPROPRIATING ADDITIONAL FUNDS TO EXPAND THE FIRST TIME HOMEBUYERS PROGRAM**

SUMMARY

Authorizing the Executive Secretary to amend the City's 2007-2008 fiscal year budget and appropriate additional funds to expand the Agency's First Time Homebuyers Program.

BACKGROUND

The Community Redevelopment Agency (Agency) currently operates a First Time Homebuyers Program that provides homeownership assistance to households who have been priced out of the homeownership market. The program provides a gap financing assistance to qualified first time homebuyers in the form of a silent second (ranging from $100,000 to $150,000) to facilitate the purchase of a home in the community. However, as a result of unexpected surge of buyer demands for subsidies under the program, current budgetary allocation under the program is not adequate to assist the volume of applicants in need of homeownership assistance. Consequently, additional budgetary appropriation to expand the program is necessary.

STATEMENT OF THE ISSUE

According to existing records, the Agency is currently reviewing approximately thirty homebuyer applicants for home subsidies under the program. These applicants include thirteen (13) prospective homebuyers for the phase I of the (Willow Walk development Olson Project) and seventeen (17) homebuyer applicants citywide. Assuming an average subsidy of $100,000 per each qualified homebuyer, the estimated subsidy for thirty buyers would equal $3,000,000.00. In absence of such subsidy assistance, the dream of homeownership for most of these moderate income families could not be fulfilled (see attached).This report is requesting Commission authorization for appropriation of additional funds towards the first time program would mitigate the affordability crisis.

RECOMMENDATION

That the attached Resolution be adopted.

KOFI SEFA-BOAKYE
DIRECTOR OF REDEVELOPMENT

CHARLES EVANS
EXECUTIVE SECRETARY

4.

RESOLUTION NO. __________

A RESOLUTION OF THE URBAN COMMUNITY DEVELOPMENT COMMISSION, ACTING AS THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF COMPTON, AMENDING THE CITY OF COMPTON'S 2007-2008 FISCAL YEAR BUDGET AND APPROPRIATING ADDITIONAL FUNDS TO EXPAND THE FIRST TIME HOMEBUYERS PROGRAM

WHEREAS, the Community Redevelopment Agency of the City of Compton (the "Agency") is carrying out the Redevelopment Plan for the Compton Redevelopment Project Area, as merged and amended by Ordinance No. 2,114 adopted by the City Council on November 16, 2004; and

WHEREAS, 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 in an effort to promote homeownership opportunities for the City's low-to- moderate income households who have been priced out of the homeownership market,; and

WHEREAS, the program currently provides a gap financing loans in the form of a silent seconds (ranging from $100,000 to $150,000) to qualified first time homebuyers towards purchase of a home in the community; and

WHEREAS, a result of unexpected surge of homebuyer interest in the program, funds committed towards the program for the 2007-2008 fiscal year are not adequate to meet the unprecedented demands for homebuyer assistance; and

WHEREAS, the Agency is requesting amendment of the City's 2007-2008 budget to appropriate funds from Agency fund balances in the amount of $3,000,000.00 for continued implementation of the First Time Homebuyer program; and

WHEREAS, the Commission desires to amend the Agency's 2007-2008 budget to appropriate additional funds in the amount of $3,000,000.00 for continued implementation of the First Time Homebuyer program; and

WHEREAS, funds for the First Time Homebuyers Assistance Program have been identified in Account No. 12038000004291

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

Section 1. That the Commission hereby authorizes the Executive Secretary to amend the Agency's 2007-2008 budget to appropriate additional funds in the amount of $3,000,000.00 for continued implementation of the First Time Homebuyer program; and

Section 2. That the Community Redevelopment Agency's 2007-2008 fiscal year budget be amended and revenues and expenditures be increased as follows:

Account No.	Description	Amount
12030000003990	Revenues	$3,000,000.00
12038000004291	Loan Programs	$3,000,000.00

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

Section 4. That a certified copy of this resolution shall be filed in the offices of the Executive Secretary, Legal Counsel, City Controller, and Community Redevelopment Agency.

Section 5. That the Chairman shall sign and the 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: **ss**

I, Alita Godwin, Clerk of the Urban Community Development Commission 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 the 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 -**

____
CLERK OF THE URBAN COMMUNITY DEVELOPMENT COMMISSION

RESOLUTION SIGN-OFF FORM

DEPARTMENT: **Community Redevelopement**

RESOLUTION TITLE: **A RESOLUTION OF THE URBAN COMMUNITY DEVELOPMENT COMMISSION, ACTING AS THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF COMPTON, AMENDING THE CITY OF COMPTON'S 2007-2008 FISCAL YEAR BUDGET AND APPROPRIATING ADDITIONAL FUNDS TO EXPAND THE FIRST TIME HOMEBUYERS PROGRAM**

Kofi Sefa-Boakye	**12/3/2007 6:00:12 PM**
DEPARTMENT MANAGER'S SIGNATURE	DATE

REVIEW / APPROVAL

Craig Cornwell	**12/6/2007 3:49:05 PM**
CITY ATTORNEY	DATE
Willie Norfleet	**12/6/2007 11:55:30 AM**
CITY CONTROLLER	DATE
Dave Hewitt	**12/4/2007 9:59:39 AM**
BUDGET OFFICER	DATE
Charles Evans	**12/5/2007 12:12:22 PM**
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.