



City of Carson Report to Mayor and City Council

May 1, 2012
New Business Consent

SUBJECT: CONSIDER A ONE-YEAR EXTENSION TO THE AGREEMENT FOR FAIR HOUSING SERVICES WITH THE HOUSING RIGHTS CENTER

Submitted by Clifford W. Graves
Economic Development General Manager

Approved by David C. Biggs
City Manager

I. SUMMARY

The City Council is asked to consider a one-year extension to the fair housing services agreement with the Housing Rights Center, for an amount not to exceed \$32,340.00.

II. RECOMMENDATION

TAKE the following actions:

1. APPROVE the first amendment to the agreement between the city of Carson and the Housing Rights Center to administer a fair housing program for a one-year extension from July 1, 2012 through June 30, 2013, in an amount not to exceed \$32,240.00.
2. AUTHORIZE the Mayor to execute the first amendment to the agreement following approval as to form by the City Attorney.

III. ALTERNATIVES

TAKE another action the City Council deems appropriate.

IV. BACKGROUND

The city is required by the U.S. Department of Housing and Urban Development (HUD), under the Community Development Block Grant (CDBG) program, to ensure fair housing opportunities. Our obligation to provide these services requires selection of a provider at this time to continue the fair housing program in order to receive Program Year 2012-2013 CDBG funds. In the past, the city has retained a fair housing services provider under contract to meet this requirement.

Fair housing is a critical activity that provides Carson residents a measure of protection from housing discrimination and facilitates avenues of redress where such discrimination is alleged to have occurred. The service also handles many landlord/tenant disputes and provides much-needed information to the community. Promoting fair housing choice is a major priority of HUD and also of the city's Five-Year Consolidated Plan.

May 1, 2012

At its meeting of June 7, 2011, the City Council approved (Exhibit No. 3) an agreement with the Housing Rights Center (HRC) of Los Angeles (Exhibit No. 1) to provide these services for a one-year period. That agreement carried with it an option for the city to renew the agreement at its discretion for an additional year (July 1, 2012 through June 30, 2013) at a cost not to exceed \$32,240.00. The proposed First Amendment (Exhibit No. 2) to this fair housing services agreement would execute the renewal of that agreement.

HRC (and its predecessor agency, the Westside Fair Housing Council) has been providing quality, professional services to the Carson community for more than a decade. Staff reviews HRC's activities on no less than an annual basis and is pleased with the quality of work and professionalism displayed by its staff. HRC's offices are located in Los Angeles at 520 S. Virgil Ave., Suite 400. However, HRC also maintains an on-site presence in the city for walk-in clients (on the first Thursday of each month at the Congresswoman Juanita Millender-McDonald Community Center and on the third Wednesday of each month at City Hall), which would continue in the new program year. It is worth noting that HRC was very responsive to requests by the City Council several years ago to make its services and written materials available in languages native to ethnic groups represented in the Carson community in substantial numbers (such as Samoan and Tagalog), and to utilize media targeting these communities in disseminating information to the public. HRC is the largest fair housing services provider in California, and possesses more staff to handle counseling, testing, and litigation than any other fair housing services provider in the area.

V. FISCAL IMPACT

Funds for this agreement are included in the CDBG Annual Action Plan approved by Council on March 6, 2012, and in the proposed FY 2012/13 budget, in account number 15-70-780-195-6005.

VI. EXHIBITS

1. Fair Housing Services Agreement. (pgs. 4-12)
2. First Amendment to Fair Housing Services Agreement. (pgs. 13-15)
3. Minutes, City Council, June 7, 2011, Item No. 26. (pg. 16)

Prepared by: Keith Bennett

TO:Rev091911

Reviewed by:

City Clerk	City Treasurer
Administrative Services	Development Services
Economic Development	Public Services

Action taken by City Council

Date _____ Action _____

FAIR HOUSING SERVICES AGREEMENT
(Housing Rights Center/City of Carson)

This Agreement is made as of the 1st day of July, 2011, by and between the Housing Rights Center, a California Public Benefit Corporation ("HRC"), and the City of Carson, a municipal corporation ("City").

RECITALS

- A. City has, on various occasions, identified certain needs to be satisfied in the area of housing discrimination;
- B. City has neither the staff nor the expertise to respond to such needs;
- C. HRC is a non-profit corporation with substantial expertise in dealing with all facets of housing discrimination and fair housing issues;
- D. City desires to continue the services of HRC in implementing and operating a fair housing program for the City and its citizens; and
- E. HRC is desirous of providing such services.

NOW, THEREFORE, in consideration of performance by the parties of the promises, covenants and conditions herein contained, the parties hereto agree as follows:

1. **Statement of Work.** HRC shall continue to implement and operate a fair housing program for the City and its citizens in accordance with HRC's proposal dated May 3, 2011, which is attached as Exhibit A. Said program is designed to ensure that housing consumers are afforded an equal opportunity to rent, lease, or purchase housing of choice within the city without regard to race, religion, color, national origin, or sex. To carry out the program, HRC shall employ trained personnel to respond to Carson residents' requests for service and shall provide such backup and support services as shall be required to implement and operate the program. HRC shall maintain a toll-free telephone number for residents of Carson to utilize to contact HRC regarding fair housing issues. Also, HRC will operate an office within the City of Carson, within five (5) miles of the City of Carson or maintain some regular schedule of office hours within the civic center complex.

HRC has noted in its proposal that its staff and volunteers can conduct presentations in such languages as Armenian, Cantonese, English, Korean, Mandarin, Russian, and Spanish, and that its staff has translated written materials into those same languages. Such references to languages are intended to be examples of the languages in which HRC's presentations, workshops, services, and written materials are available, and shall not be limited to those languages. HRC shall endeavor to make its presentations, workshops, services, and written materials in such languages as Samoan, Tagalog, and other languages native to ethnic groups represented in substantial numbers among the population of Carson. HRC shall use Language Line Translation Services, or a service providing similar capability, to assist clients in languages beyond those within the capability of HRC's staff to offer.

The fair housing counseling program shall consist of at least the following three programs:

A. Landlord and Tenant Housing Vacancy Program Services provided under the direction of the landlord-tenant counselors.

1. Counseling and mediation to landlords and tenants.
2. Referrals to appropriate agencies.

B. Education and Outreach Program, administered by the Outreach Coordinator. The services provided under this program, among other services, include:

1. Conduct fair housing workshops at City and County libraries and other community organizations;
2. Distribution of public education publications in English and Spanish, and other languages as necessary;
3. Preparation and distribution news releases to the print media;
4. Distribution of legal information and training for landlords, managers, owners, and Realtors;
5. Presentations to the community and to city governments, community organizations, sponsoring an annual poster contest, and other services on a need or request basis.

C. Discrimination Program. This program is staffed by a full-time Discrimination Housing Coordinator and a part-time Assistant Housing Coordinator.

1. Each case is thoroughly investigated and complainant advised of all findings, including referrals to private attorneys, HUD, DOJ, DFEH, small claims court, or to the foundation for conciliation.
2. Statistical information is maintained in a specially designed program to generate monthly and quarterly reports, including case number, allegation, origin and date of complaint, ethnicity, income level and female head of household status.
3. Case files are reviewed on a weekly basis by the Executive Director for substance and effectiveness, and on an as-needed basis by the Board of Directors.

References in HRC's proposal to specific print and broadcast media outlets are intended to be examples of the media outlets HRC shall utilize in carrying out the Education and Outreach Program as described in Section B above, and shall not limit HRC to the use of the outlets specifically mentioned. HRC shall also utilize the City's internet website, the City publication *Carson Reporter*, and cable television channel 34/35 to promote and publicize HRC's services, programs, and activities. HRC shall, in carrying out said Education and Outreach Program, outreach and collaborate with local community and social service organizations, cultural and ethnic community organizations, neighborhood associations and block clubs, and public offices, and shall make available information and literature on HRC's

services and programs as well as on fair housing issues, landlord/tenant issues, and housing rights issues in general to those entities. HRC shall conduct a Housing Rights Workshop for senior citizens in collaboration with the City's Senior Social Services program, and shall send informational mailings to the senior housing developments located within the City's boundaries. HRC shall also conduct presentations at meetings of the City's advisory boards and commissions when requested.

2. Term. The term of this Agreement shall be for one (1) year, commencing July 1, 2011 and terminating on or before June 30, 2012. City shall have the option to, at its discretion, extend this Agreement for one (1) additional year, commencing July 1, 2012 and terminating on or before June 30, 2013.

3. Compensation and Method of Payment. Upon compliance with specified performance requirements, City shall reimburse HRC an amount not to exceed \$31,150.00, which shall constitute full and complete reimbursement for the implementation of this Agreement. The parties understand and agree that such reimbursement, if any, shall be conditioned upon receipt of said funds by City from HUD and shall not be a charge on any other funds of City. Such funds shall be paid upon receipt and approval of City of a detailed periodic detailed invoice and any other program monitoring reports in a form required by City. Payments shall be made by City to HRC in monthly installments according to the expenses detailed on each invoice and duly approved.

In the event City exercises its option for extension of this Agreement for the period July 1, 2012 through June 30, 2013, City shall reimburse HRC in an amount not to exceed \$32,240 for said period.

4. Compliance with Laws. All parties agree to be bound by applicable federal, state, and local laws, ordinances, regulations and directives as they pertain to the performance of this Agreement. This Agreement is subject to and incorporates the terms of the Housing and Community Development Act of 1974, as amended; 24 Code of Federal Regulations, Chapter V, Part 570; City's CDBG Program Guidelines; and all amendments or successor regulations or guidelines thereto.

5. Federal Contracting Provisions. HRC agrees to comply with the following federal requirements in the performance of this Agreement:

A. Federal Executive Order 11246 requires that during the performance of this Agreement, HRC agrees not to discriminate against any employee or applicant for employment because of race, religion, sex, color, or national origin. HRC will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, religion, sex, color, or national origin. Such action shall include the following without limitation: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. HRC agrees to post in conspicuous places, available to employees and employment applicants, notices setting forth the provisions of this nondiscrimination clause.

B. HRC shall, in its solicitations or advertisements for employees, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, or national origin.

C. HRC shall send to each labor union or representative of workers which it has a collective bargaining agreement or equivalent, a notice advising the labor union or workers' representative of HRC's commitments under Section 202 of Executive Order No. 11246 of September 24, 1965. HRC shall post copies of the notice in conspicuous places available to employees and employment applicants.

D. HRC shall comply with all provisions of Executive Order No. 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.

E. Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U. S. C. 1701 et seq., requires that to the greatest extent feasible, opportunities for training and employment be given to lower income residents of the project area and contracts for work in connection with the project be awarded to business concerns that are located in, or owned in substantial part by, persons residing in the project area.

F. Under Title VI of the Civil Rights Act of 1964, and Section 109 of the Housing and Community Development Act of 1974, no person shall, on the grounds of race, color, national origin or sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.

G. City will use federal funds to pay HRC for the services to be performed under this agreement. 31 U. S. C. Section 1352 prohibits any recipient or subrecipient of federal funds from using such funds to influence or attempt to influence an officer or employee of any federal agency, a Member of Congress or an officer or employee of Congress, or any employee of a member of Congress in connection with the awarding of any federal contract, the making of any federal loan, the entering into of any cooperative agreement and the extension of, continuation, renewal, amendment of modification of any federal contract, grant, loan or cooperative agreement.

H. Every person who requests or receives a federal contract, grant, loan, or cooperative agreement from a federal agency or receives or requests from a federal agency a commitment that would provide for the United States to insure or guarantee a loan must file with that agency a written declaration and certify that he or she has not made and will not make any prohibited expenditure. Further, any person who requests or receives from a person referred to above, a subcontract under a federal contract, a subgrant or contract under a federal grant, a contract or subcontract to carry out any purpose for which a particular federal loan is made, or contract under a federal cooperative agreement, is required to file a written declaration with the person who received the federal contract, grant, loan or commitment to insure or guarantee a loan.

I. HRC shall comply with all uniform administrative requirements as described in 24 Code of Federal Regulations Section 570.502.

J. In accordance with the provisions of the Entitlement Grant Regulations (24 Code of Federal Regulations 570), HRC agrees that if any program income as defined in 24 CFR Section 570.500(a) is received as a result of this Agreement, such income will be returned to the City of Carson program pursuant to Code of Federal Regulations Section 570.504(c).

6. **Program Evaluation and Review.** HRC shall make performance, financial, and all other records pertaining to this Agreement available to all City and HUD personnel, and all

said City and HUD personnel may inspect and monitor HRC's facilities and program operations, including the interview of HRC staff and program participants. HRC agrees to submit to City or HUD all data necessary to complete the Annual Grantee Performance Report in accordance with HUD requirements and in the format and at the time designates by City or HUD Project Directors or their designees.

7. **Reports.** HRC shall submit to City monthly statistical status reports, using the forms shown in Exhibit "B" (Request for CDBG Reimbursement, and Monthly CDBG Direct Benefit Activity Report) attached hereto, setting forth its activities for each reportable month. Such report shall be filed with City not later than the 15th day of the month following the reportable month. The monthly status report shall contain without limitation ethnic group, income level, female-headed household status and any other data as may be requested by City, of each person assisted and the result of such assistance. In addition to the monthly statistical status report, HRC shall, on or before July 15, 2012, furnish City with a summary of HRC's activities for the fiscal year commencing July 1, 2011. Such summary shall include an annual statistical status report.

8. **Revenue Disclosure Requirement.** HRC shall make available all books and records pertaining to each project or business activity that is funded by CDBG funds under this Agreement for inspection and audit by HUD's representatives, upon request, at any time during the term of this agreement and during a period of five (5) years thereafter. All such books and records shall be maintained by HRC at a location in Los Angeles County. Failure of HRC to comply with the requirements of this Section 8 shall constitute a material breach for which the City may cancel, terminate, or suspend this Agreement.

9. **Budget.** HRC shall submit a line-item budget to City and provide services in compliance with said budget as shown in Section 6 ("Costs") of HRC's proposal dated May 3, 2011, attached hereto as Exhibit "A" and incorporated by reference herein and made a part hereof. No budgetary changes shall occur without prior written notice to, and approval of amendment, by City. Invoices submitted to City by HRC for services provided under this Agreement shall have accompanying said invoices a summary of expenses incurred by HRC in providing said services and reported on the form shown in Exhibit "C" (Expense Summary).

10. **Termination and Termination Costs.** This Agreement may be terminated at any time by either party upon a thirty (30) day written notice to the other party. Notwithstanding the above, City may immediately terminate this Agreement upon the termination, suspension, discontinuation or substantial reduction in CDBG funding for this Agreement activity or if for any reason the timely completion of the work under this Agreement is rendered improbable, infeasible, or impossible, including HRC's failure to obtain the grant funding necessary in City's opinion to sustain its normal operations. Additionally, City may terminate this agreement upon seven (7) days written notice if City determines in its sole discretion that such action is necessary to respond to an earthquake, fire or other act of God. In such event, HRC shall be compensated for all services rendered and all necessarily incurred costs performed in good faith in accordance with the terms of this Agreement that have not been previously reimbursed, to the date of said termination, limited to the extent CDBG funds are available.

In accordance with 24 Code of Federal Regulations Section 85.43, suspension or termination may occur if HRC materially fails to comply with any term of the award.

If the funding source demands reimbursement for prior payments to HRC due to HRC's failure to comply with any applicable term of this Agreement, regulation or statute, HRC shall reimburse City in the amount of said disallowed payments.

The award may be terminated for convenience in accordance with 24 Code of Federal Regulations Section 85.44.

Upon expiration of this Agreement, HRC shall transfer to City any funds paid pursuant to this Agreement that are on hand at the time of expiration and any accounts receivable attributable to the use of said funds.

11. Indemnification: Insurance. HRC shall indemnify, defend and hold City, its commissioners, officers, and employees free and harmless from and against any and all actions, claims, demands, costs, loss of expenses of any kind or nature whatsoever (including reasonable attorneys' fees) which may be imposed on City, its officers, employees and agents, or any of them, arising out of, or attributable to or connected with the performance by HRC of the services hereunder.

Throughout the term of this Agreement, HRC shall maintain public liability and property damage insurance protecting HRC in amounts not less than \$1,000,000 for personal injury to one person, \$1,000,000 for injuries arising out of any one accident, and \$1,000,000 property damage, and naming the City, its commissioners, officers, and employees as additional insureds. Such insurance shall not be cancelable nor materially changed without a thirty (30) day prior written notice to the City, and shall be by an insurer rated "A:VII" or better in the most recent edition of Best's Insurance Guide. HRC shall also maintain Worker's Compensation insurance to cover its employees as required by the California Labor Code and shall require all subcontractors similarly to provide such insurance for their respective employees.

12. Conflict of Interest. HRC covenants that it presently has no interest in and shall not acquire any interest, direct or indirect, which may be affected by the services to be performed by HRC under this agreement, or which would conflict in any manner with the performance of its services hereunder. HRC further covenants that, in performance of this Agreement, no person having any such interest shall be employed by it. Furthermore, HRC shall avoid the appearance of having any interest which would conflict in any manner with the performance of its services pursuant to this Agreement. HRC agrees not to accept any employment or representation during the term of this Agreement which is likely to make HRC "financially interested" (as provided in California Government Code Sections 1090 and 87100) in any decision made by City on any matter in connection with which HRC has been retained pursuant to this Agreement. Nothing in this section shall, however, preclude HRC from accepting other engagements with the City or the Carson Redevelopment Agency ("Agency").

13. Warranty and Representation of Non-Collusion. No official, officer, or employee of the City has any financial interest, direct or indirect, in this Agreement, nor shall any official, officer, or employee of the City participate in any decision relating to this Agreement which may affect his/her financial interest or the financial interest of any corporation, partnership, or association in which (s)he is directly interested, or in violation of any State of municipal statute or regulation. The determination of "financial interest" shall be consistent with State law and shall not include interest found to be "remote" or "non interest" pursuant to California Government Code Sections 1091 and 1091.5. HRC warrants and represents that (s)he/it has not paid or given, and will not pay or give, to any third party including, but not limited to, any Agency official, officer, officer, or employee, any money, consideration, or other thing of

value to any third party including, but not limited to, any City official, officer, or employee, as a result or consequence of obtaining or being awarded any agreement. HRC is aware of and understands that any such act(s), omission(s) or other conduct resulting in the payment of money, consideration, or other thing of value will render this Agreement void and of no force or effect.

HRC: Initials CAM

14. Audit Exceptions. HRC agrees that in the event the program established hereunder is subjected to audit exceptions by appropriate state and federal audit agencies, HRC shall be responsible for complying with such exceptions and for paying City the full amount of City's liability to the funding agency resulting from such audit exceptions.

15. Relationship of the Parties. Neither City nor any of its officers or employees shall have any control over the conduct of HRC's activities or the employees of HRC; and HRC expressly warrants not to, at any time or in any manner, represent that HRC or any of HRC's agents, volunteers, subscribers, officers or employees are in any manner the agents, volunteers, subscribers, officers or employees of City, it being distinctly understood that HRC is and shall at all times remain as to the City a wholly independent contractor, and HRC's obligations to City are solely such as are prescribed by this Agreement.

16. Subcontracts. Any subcontracts entered into by HRC for services rendered toward completion of HRC's portion of this Agreement shall be for HRC's benefit alone, and as such, shall be its responsibility with no liability resting with the City. HRC agrees to provide a list of all subcontractors to be used in connection with services rendered toward completion of HRC's portion of this Agreement within ten (10) working days of execution of this Agreement.

17. Local Hiring. To the greatest extent feasible, HRC shall endeavor to employ residents of the City of Carson in the rendering of the services required by this Agreement. All solicitations for employment arising in whole or in part out of the execution of this Agreement, whether full- or part-time, new, or replacement hires, shall be listed with the City of Carson Employment Development Division and the South Bay Workforce Investment Board. Information on how to list employment opportunities with these agencies may be obtained at City Hall.

18. Assignment. HRC shall not assign or transfer any interest in this Agreement without the prior written approval of City. Any attempted assignment or transfer in violation hereof shall be void and of no force or effect.

19. Amendments. This Agreement may only be amended or modified if such amendment is in writing and agreed upon by both City and HRC before additional or modified work is done.

20. Default. In the event HRC is in default under the terms of this Agreement, it is expressly agreed that City shall have no obligation to continue compensating HRC for any work performed after the date of default.

21. Reimbursement. Each party agrees that in the event of a court determination that a party is in default in the performance of this Agreement, said party shall reimburse the other for all expenses (including attorneys' fees) incurred by such party in connection with enforcement of its rights under this Agreement.

22. Notices. Any notices, bills, invoices, or reports required by this Agreement shall be deemed received on (a) the day of delivery if delivered by hand during receiving party's regular business hours; or (b) on the second business day following deposit in the United States mail, postage prepaid, to the addresses heretofore below, or to such other addresses as the parties may, from time to time, designate in writing pursuant to the provisions of this section.

- a. City: City of Carson
Economic Development Work Group
1 Civic Plaza Drive, Suite 500
Carson, California 90745
Attn: Linda F. Mann
Principal Administrative Analyst
- b. HRC: Housing Rights Center
520 South Virgil Avenue, Suite 400
Los Angeles, California 90020
Attn: Chancela Al-Mansour
Executive Director

Such notices should also be sent to the City's legal counsel:
Aleshire & Wynder, LLP
18881 Von Karman Avenue, Suite 500
Irvine, California 92612
Attn: William W. Wynder, Esq.

23. Exhibits, Precedence. All documents referenced as exhibits in this Agreement are hereby incorporated in this Agreement. In the event of any material discrepancy between the express provisions of this Agreement and the provisions of any document incorporated herein by reference, the provisions of this Agreement shall prevail.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first written above.

ATTEST:

"City"

CITY OF CARSON

By: Heleen S. Kawagoe
Heleen S. Kawagoe, MMC, City Clerk

By: Jim Dear
Jim Dear, Mayor

Approved as to form:

ALESHIRE & WYNDER, LLP

"HRC"

HOUSING RIGHTS CENTER, a California
Public Benefit Corporation

By: W. Wynder
City Attorney

By: Chall
Its Executive Director

By: _____
Its

**FIRST AMENDMENT TO FAIR HOUSING SERVICES AGREEMENT
(Housing Rights Center/City of Carson)**

This First Amendment to that certain Consultant Services Agreement, dated as of July 1, 2011 (First Amendment), is made and entered into this 1st day of July, 2012, by and between the City of Carson Redevelopment Agency, a municipal corporation and a political subdivision of the State of California, (City), and the Housing Rights Center, a California Public Benefit Corporation (HRC).

WHEREAS, the City and HRC previously entered into that certain **Fair Housing Services Agreement** dated as of July 1, 2011 (Agreement); and

WHEREAS, the City desires to continue the services of HRC beyond the term of such Agreement in order to perform additional services within the scope of services defined in such Agreement.

NOW, THEREFORE, the parties hereto agree as follows:

Section 1. Section 2 of the Agreement is hereby amended to read, in its entirety, as follows:

2. **Term.** The term of this Agreement shall be for one (1) year, commencing July 1, 2012 and terminating on or before June 30, 2013.

Section 2. Section 3 of the Agreement, and Exhibit A thereto, are hereby amended to read, in their entirety, as follows and as attached as Section 6, Costs, of said Exhibit A:

3. **Compensation and Method of Payment.** Upon compliance with specified in performance requirements, City shall reimburse HRC in an amount not to exceed \$32,240.00, which shall constitute full and complete reimbursement for the implementation of this Agreement. The parties understand and agree that such reimbursement, if any, shall be conditioned upon receipt of said funds from HUD and shall not be a charge on any other funds of City. Such funds shall be paid upon receipt and approval of City of a detailed periodic detailed invoice and any other program monitoring reports in a form required by City. Payments shall be made by City to HRC in monthly installments according to the expenses detailed on each invoice and duly approved.

Section 3. Except as expressly amended by this First Amendment, all other terms, conditions, and obligations of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have executed and entered into this Agreement as of the date first written above.

[SIGNATURES ON NEXT PAGE]

CITY:

CITY OF CARSON, a municipal corporation and a
political subdivision of the State of California

ATTEST:

Mayor Jim Dear

City Clerk Donesia L. Gause, CMC

APPROVED AS TO FORM:

City Attorney

CONSULTANT:

HOUSING RIGHTS CENTER, a California Public
Benefit Corporation

By:

Name: Chancela Al-Mansour
Title: Executive Director

Address: 520 South Virgil Avenue,
Suite 500
Los Angeles, CA 90020

[END OF SIGNATURES]

EXHIBIT A

**Section 6
Costs**

The cost to provide the City of Carson with the Fair Housing Program in 2012/13 will be \$32,240.00.

**Southern California Housing Rights Center
City of Carson Project Budget
FY 2012-13**

<u>Cost Categories</u>	<u>7/12/6/13</u>
Salaries	
Benefits	\$25,096.00
	3,764.00
Total Personnel Costs	\$28,860.00
Single Audit	
Testing	75.00
Mileage/Travel	350.00
Rent	10.00
Office Supplies	1,925.00
Equipment	400.00
Phone	15.00
Postage	25.00
Insurance	200.00
Public Info	350.00
Subscrip/Meetings	20.00
Other	5.00
	5.00
Total Non-Personnel	\$3,380.00
Total	\$32,240.00

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**MINUTES
CARSON CITY COUNCIL
REGULAR JOINT MEETING**

JUNE 7, 2011

**ITEM NO. (26) CONSIDER AWARD OF AN AGREEMENT FOR FAIR HOUSING SERVICES
(ECONOMIC DEVELOPMENT)**

RECOMMENDATION for the City Council:

TAKE the following actions:

1. APPROVE an agreement between the city of Carson and the Housing Rights Center to administer a fair housing program for the period of July 1, 2011 through June 30, 2012, in an amount not to exceed \$31,150.00.
2. AUTHORIZE the Mayor to execute the agreement following approval as to form by the City Attorney.

ACTION: Item No. 26 was approved on the New Business Consent Calendar on motion of Dear, seconded by Gipson and unanimously carried by the following vote:

Ayes:	Mayor/Chairman Dear, Mayor Pro Tem/Vice Chairman Ruiz-Raber, Council/Agency Member Davis Holmes, Council/Agency Member Gipson, and Council/Agency Member Santarina
Noes:	None
Abstain:	None
Absent:	None