

City of Culver City, California
City Council Agenda Item Report

Meeting Date: February 2, 2009		Item Number: <u>J-1</u>	
AGENDA ITEM: JOINT ITEM - Approval of an Amendment to Existing Professional Services Agreement with the Gibbs Law Firm for Assistance in the Preparation of a Mobile Home Park Change of Use/Closure Ordinance			
Contact Person/Dept.: Tevis Barnes, Housing Administrator and Lillian Ikeda, Housing Supervisor		Phone Number: (310) 253-5782 and (310) 253-5797	
Fiscal Impact: Yes ☒ No ☐		General Fund: Yes ☐ No ☒	
Public Hearing: ☐		Action Item: ☒ Attachments: ☐	
Public Notification: Master E-Mail Notification List (01/28/09), Gibbs Law Firm			
Department Approval: Sol Blumenfeld (01/23/09)		City Attorney Approval: Carol Schwab (by H. Baker) (01/28/09)	
Chief Financial Officer Approval: Jeff Muir (01/28/09)		City Manager Approval: Jerry B. Fulwood (01/28/09)	
<u>RECOMMENDATION:</u> Staff recommends the City Council and the Redevelopment Agency approve an amendment to the existing professional services agreement with the Gibbs Law Firm for assistance in the preparation of a mobile home park change of use/closure ordinance. <u>BACKGROUND/DISCUSSION:</u> On October 27, 2008, the City Council considered an item related to mobile home parks. Currently, the City follows the guidelines set by the California Government Code and Civil Code for mobile home park closure, cessation, or change of use. The Council heard the request of the residents from the mobile home parks located at 4025 and 4071 Grand View Boulevard and voted to develop a Culver City ordinance to further define adequate replacement housing and mitigation efforts and potentially provide for relocation costs to displaced mobile home park residents. In March 2008, the Housing Division contracted with the Gibbs Law Firm to provide legal services regarding mobile home park issues for the City under the direction of the City Attorney's Office and the Housing Division. The contract totaled \$9,500 for services rendered. To assist staff in preparing such a draft ordinance for the Council's consideration, the Gibbs Law Firm has estimated a sum not to exceed \$24,500. Therefore, it is			
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recommended that the existing professional agreement with the Gibbs Law Firm be amended to increase the schedule of compensation by \$24,500 for a total not-to-exceed amount of \$34,000. The Gibbs Law Firm was founded over 30 years ago in 1974 with an emphasis in real estate and manufactured housing communities.

Tentative Timeline:

The tentative timeline for the Mobile Home Park Change of Use/Closure Ordinance is as follows:

- | | |
|---|-------------------|
| • Public Meeting | February 18, 2009 |
| • City Council 1 st Reading and Introduction | April 27, 2009 |
| • City Council 2 nd Reading and Adoption | May 11, 2009 |
| • Ordinance effective thirty days after Adoption | June 11, 2009 |

FISCAL ANALYSIS:

Ninety percent of the funding for this agreement will come from the Culver City Redevelopment Agency Housing Set Aside Funds (55497100.619800 - Other Contract Services) and ten percent of the funding will come from the City's General Fund (101113100.611300 – Professional Legal Services).

ATTACHMENTS:

None.

MOTION(S):

That the City Council and Redevelopment Agency:

1. Approve an amendment to the existing professional services agreement with the Gibbs Law Firm for assistance in the preparation of a mobilehome park change of use/closure ordinance in an additional amount \$24,500 for a total not-to-exceed amount of \$34,000 ; and
2. Authorize the City Attorney and Agency Counsel to review/prepare the necessary documents; and,
3. Authorize the City Manager/Executive Director to execute such documents on behalf of the City and Redevelopment Agency.