

DATE: NOVEMBER 14, 2005

TO: PASADENA COMMUNITY DEVELOPMENT COMMISSION
FROM: CYNTHIA J. KURTZ, CHIEF EXECUTIVE OFFICER
SUBJECT: APPROVAL OF A \$60,000 GRANT TO THE ECUMENICAL COUNCIL OF PASADENA AREA CHURCHES FOR THE PROVISION OF BAD WEATHER EMERGENCY SHELTER SERVICES

RECOMMENDATION:

It is recommended that the Pasadena Community Development Commission ("Commission") take the following actions:

- A. Approve a \$60,000 grant to the Ecumenical Council of Pasadena Area Churches ("Ecumenical Council") for the provision of bad weather emergency shelter services;
- B. Approve a journal voucher transferring \$20,000 in Fannie Mae American Communities Funds from the Washington Theater project (Account No. 810-684120-51302) to fully grant \$60,000 to the Bad Weather Shelter Program;
- C. Approve a journal voucher appropriating \$20,000 from the Commission's unencumbered Low and Moderate Income Housing Trust Fund balance to the maintain full funding of Washington Theater project; and
- B. Authorize the Chief Executive Officer to execute, and the Secretary to attest, the contract with the Ecumenical Council for the provision of bad weather emergency shelter services under the BWS Program.

RECOMMENDATION OF ADVISORY BODY

Staff presented to the Community Development Committee ("CDC") at its meeting on October 27, 2005 a recommendation to provide a grant in the amount \$40,000 to the Ecumenical Council of Pasadena Area Churches ("Ecumenical Council") for the operation of the Bad Weather Shelter ("BWS") Program. The CDC approved the staff recommendation, but requested that additional funds be identified to increase the grant to \$60,000. This would bring the grant amount in line with the BWS funding recommendation contained in the adopted City of Pasadena 10-Year Strategy to End Homelessness.

EXECUTIVE SUMMARY

Ecumenical Council is requesting a grant in the amount of \$60,000 for the BWS Program. The BWS budget for the 2005-2006 season is currently projected by the Ecumenical Council to be \$90,000. Currently, the Pasadena Community Development Commission ("Commission") has allocated \$40,000 in its FY 2006 adopted budget for the BWS Program. Staff is recommending that the Commission increase its level of financial assistance to \$60,000, which is consistent with the BWS funding level identified in the City of Pasadena's 10-Year Strategy to End Homelessness, as adopted by the Commission on July 25, 2005. The Commission funding will pay for program costs such as shelter staff, rent, utilities, cot maintenance and professional services to be provided by the BWS Program in accordance with the terms and conditions of the contractual agreement between the Commission and the Ecumenical Council.

BACKGROUND

The BWS was established during the 1986 – 87 winter season in response to the needs of the homeless population who lacked adequate refuge during the cold and rainy season. Last year, nineteen community groups volunteered at the shelter. It is anticipated that many of these local groups will again send volunteers. Since 1987, the Commission has provided over \$310,000 for BWS services. During the 2004-2005 season the BSW was open 57 nights and provided shelter to 733 individuals (unduplicated) for 6,187 units of shelter.

The main BWS site is located at the Pasadena Covenant Church, 539 N. Lake Avenue. An additional site is located at Lake Avenue Church, 396 N. Lake Avenue. This site is located one and one-half blocks from the main shelter and is specifically designated for families with children. The BWS recognizes that homeless families require a more appropriate environment for overnight shelter; the second site makes it possible to better serve families. Approximately 115 beds will be available at the main site and 30 beds will be available at the family shelter. In addition to providing shelter, guests also receive an evening meal and healthcare services provided through the partnership with Passageways, a multi purpose service center for homeless persons. Over the course of the season, it is anticipated that 6,000 units of shelter service (unit of service - one person, one night) will be delivered for an estimated 65 nights of emergency shelter.

On July 25, 2005, the Pasadena Community Development Commission (PCDC) approved the City of Pasadena's 10-Year Strategy to End Homelessness. One of the recommendations included in the strategy was that the BWS expand and enhance its services to include more shelter nights, case management, health care resources and referrals. To support these enhancements it was recommended that the Commission increase its funding to the BWS to \$60,000. Last year, the Commission assisted the BWS in the amount of \$40,000.

In accordance with the recommendations, the BWS will expand its operations and have continuous activation for 45 consecutive nights (January 1, 2006 through February 14, 2006) and will also provide case management services during this period. It is anticipated that an extended period of uninterrupted shelter with the availability of intensified case management will create an environment that will help more clients to recover from homelessness. Please refer to Exhibit A for program goals, statistical data, etc.

To publicize the shelter, approximately 125 Pasadena area congregations will receive information bulletins. In addition, flyers (English/Spanish) will be delivered to the Jackie Robinson Community Center, Villa-Parke Community Center, El Centro de Accion Social, AIDS Service Center, libraries and other public counters. A toll-free information hotline (1-800-915-8111) that provides current bad weather shelter information in both English and Spanish will be available daily as of November 25, 2005 through March 31, 2006.

The shelter will operate during the period of November 25, 2005 through March 31, 2006 when the overnight temperature is expected to be 40 degrees or lower and/or there is a 40% chance of rain expected in the evening hours.

HOUSING IMPACT

Approval of this recommendation will ensure that approximately 145 shelter beds will be available to homeless individuals and families during the cold and rainy season. The provision of the BWS is consistent with the Commission's Affordable Housing Plan, the Commission's Implementation Plan, the CDC's Fiscal Year 2005-2006 Priority Work Program, the City of Pasadena General Plan (Housing Element), and the City of Pasadena Five-Year Consolidated Plan (2005-2010).

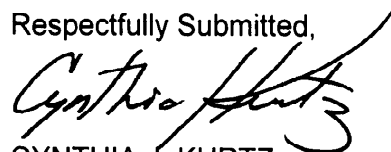
CHILDREN, YOUTH AND FAMILY IMPACT

The BWS is a portal for the provision of emergency shelter services to homeless families with children. It is the policy of the Ecumenical Council, that when families with children present themselves at the Shelter, they will be provided with accommodations that are appropriate for families with minor children. Additional services will be coordinated with the City's Continuum of Care providers to assist with long term housing and human service needs.

FISCAL IMPACT

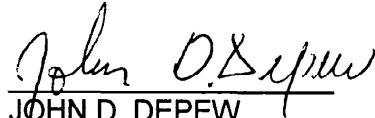
Approval of the staff recommendation will increase the Commission's funding of the BWS Program by \$20,000 -- from \$40,000 in the current FY budget to \$60,000 as proposed in this report. In the Commission's FY 2006 budget the BWS was earmarked funding from the Commission's Fannie Mae American Communities Fund – Interest Earnings Account. The current balance of this account (\$40,000) is inadequate to fund the current recommendation. To accomplish the funding of \$60,000 for the BWS the following journal vouchers are recommended, transferring: a) \$20,000 in Fannie Mae American Communities Funds from the Washington Theater project to the BWS Program; and b) \$20,000 from the Commission's Low and Moderate Income Housing Trust Fund unencumbered balance to the Washington Theater project, thereby sustaining the Commission's full commitment this project.

Respectfully Submitted,



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Chief Executive Officer

Prepared by:



JOHN D. DEPEW
Program Coordinator

Reviewed by:



Fox

GREGORY ROBINSON
Housing/Community
Development Administrator

Approved by:



Brian K. Williams
Assistant City Manager

EXHIBIT A

BAD WEATHER SHELTER (2005-2006)

CONTRACT TERMS:

- 1) The funds will be utilized for the employment of emergency shelter evening and overnight staff. Other approved costs include the payment of ongoing program costs including rent, utilities, cleaning of cots/blankets and accounting services. All costs will be specifically related to the emergency shelter for homeless individuals.
- 2) The Bad Weather Shelter sites will be located at Pasadena Covenant Church and Lake Avenue Church Thanksgiving weekend through March 31, 2006.
- 3) An authorized representative of the Ecumenical Council will submit an invoice for payment in a form approved by the Commission, certifying that the Ecumenical Council has performed the required emergency shelter services and is therefore entitled to receive the requisitioned amount.

PROGRAM GOALS:

The following are Bad Weather Shelter goals for the 2005-2006 season:

- Provide 6,000 units of shelter
- Be open an estimated 65 nights
- Provide 145 shelter beds
- Provide meals for the guests each night the shelter is open
- Compile statistical data on the numbers of homeless individuals in Pasadena
- Establish Case Management
- Provide information and social service referrals as needed

STATISTICAL DATA:

In addition to meeting the established criteria (i.e., opening when temperature is expected to be 40 degrees or lower and/or if rain is expected during the evening hours), the shelter staff is proposing to provide 45 consecutive nights of shelter, (January 1 through February 14, 2006). Having the Shelter open for 45 consecutive nights will meet several goals:

- 1) Provide continuous nightly food and shelter to needy persons during one of coldest winter months of the year.
- 2) Enable staff to (a) conduct in-depth interviews with those who utilize the shelter; (b) conduct needs assessments to determine their needs as homeless individuals, and (c) establish comprehensive case management on an ongoing basis for a greater period of time.
- 3) Enable staff to compile comprehensive statistical data of an actual population count of homeless individuals in the City of Pasadena; help in determining the kinds of services the homeless population is actually using and/or not using and the kinds of services that are needed.

This statistical data is required for community information purposes, and federal funding applications. In both cases, it is imperative that current and accurate data be readily available for use by the City of Pasadena. This data is also made available as a resource to the public and to local agencies seeking technical assistance in assessing needed services, grant writing and the processing of grant applications.