

# Agenda Report

OCTOBER 27, 2003

**TO:** CITY COUNCIL/COMMUNITY DEVELOPMENT COMMISSION

**FROM:** CYNTHIA J. KURTZ, CITY MANAGER/CHIEF EXECUTIVE OFFICER

**SUBJECT:** **JOINT ACTION: FOURTH AMENDMENT TO THE EMERGENCY HOMELESS RESPONSE PROGRAM SUBRECIPIENT AGREEMENT WITH THE ECUMENICAL COUNCIL OF PASADENA AREA CHURCHES FOR THE PROVISION OF EMERGENCY HOMELESS ASSISTANCE SERVICES IN RESPONSE TO THE EVACUATION OF THE WASHINGTON THEATER APARTMENT COMPLEX**

**RECOMMENDATION:**

It is recommended that the City Council and the Pasadena Community Development Commission take the following actions:

1. Approve the terms and conditions of the Fourth Amendment to the Emergency Homeless Response Program (EHRP) Sub-recipient Agreement No. 18,010-4/CDC-491-4 between the City and Ecumenical Council of Pasadena Area Churches ("Sub-recipient");
2. Approve a journal voucher appropriating \$40,000 from the Housing Opportunity Fund to the EHRP project for the provision of emergency homeless assistance services; and
3. Authorize/direct the City Manager/Chief Executive Officer to execute, and the City Clerk/Secretary to attest the Fourth Amendment, and take the necessary actions to implement EHRP.

**EXECUTIVE SUMMARY:**

The Fourth Amendment to the Emergency Homeless Response Project (EHRP) Sub-recipient Agreement provides a reimbursement of \$40,000 to the Ecumenical Council for the focused emergency homeless assistance services to the households evacuated from the Washington Theater Apartment Complex. The Ecumenical Council in partnership with the City of Pasadena and the consulting firm of Del Richardson & Associates (DRA) coordinated the expanded delivery of services to the households evacuated from the Washington Theater Complex due to hazardous health and/or safety conditions.

**BACKGROUND:**

During the period of April 2 thru April 4, 2003, it became necessary to evacuate 32 sub-standard units in the Washington Theater Apartment complex. The evacuation was due to the presence of toxic mold and other toxic elements found inside the apartment building. In total, 112 persons were impacted, of which, 56 are children. In response to the emergency, the displaced families

Pasadena Area Churches (ECPAC). They were provided emergency housing assistance through ECPAC's Emergency Homeless Response Program (EHRP), a City of Pasadena, Emergency Shelter Grant (ESG) funded program.

It became apparent that conditions at the Washington Theater Apartment Complex would not be easily mitigated and that the evacuated tenants could not return to their apartment; thus creating a housing crisis. The regular EHRP resources were depleted and funding to continue to assist the evacuated tenants would be needed. The Pasadena City Council/Community Development Commission responded to the emergency and made funds available for the continued provision of housing assistance for the evacuated households.

On April 28, 2003 the City Council/Pasadena Community Development Commission authorized the City Manager/Chief Executive Officer to enter into a Second Amendment to the Sub-recipient Agreement (18,010-2/CDC-491-2) with the Ecumenical Council of Pasadena Area Churches granting \$225,000 for the operation of the Emergency Homeless Response Project. The Amendment provided for the continued operation of the Emergency Homeless Response Project and the expanded delivery of services to households evacuated from the Washington Theater Apartment Complex.

On July 14, 2003, the City Council/Pasadena Community Development Commission authorized the City Manager/Chief Executive Officer to enter into a Third Amendment to the Sub-recipient Agreement (18,010-3/CDC-491-3) with the Ecumenical Council of Pasadena Area Churches. This Amendment appropriated an additional \$250,000 from the Housing Opportunity Fund to the EHRP project for the provision of emergency homeless assistance services to the evacuated households. This allocation and the previous allocation were drawn from interest earnings of the Housing Opportunity Fund.

During the past months, an extensive effort to both provide emergency housing and secure replacement affordable housing has been underway. The Ecumenical Council, Del Richardson and Associates (a firm experienced in housing placement assistance) and the Housing and Community Development Division collaborated in this effort. The greater part of the funding was spent on providing motel vouchers (approximately \$360,000).

The majority of the households (25) were provided with HOME Tenant-Based Rental Assistance Coupons and limited placement assistance (\$1,000) to secure housing. Fifteen of these households were able to secure units through this rental assistance program. The remaining households received placement assistance of \$2,500 - \$3,500 per household to secure housing throughout the broader regional housing market. In assisting these households, greater flexibility was needed to expedite their obtainment of permanent housing. DRA was tremendously successful in assisting households to obtain housing.

The Ecumenical Council of Pasadena Area Churches and its partners have worked very hard to render a successful conclusion to this very comprehensive and challenging effort of assisting the evacuated households. All households have received the benefit of placement assistance or will continue to receive resources allocated to them (ongoing rental assistance). Families that have ongoing human services needs will be assisted through Ecumenical Council's regular Emergency Homeless Response Program and/or other social services. The Ecumenical Council exceeded the Program budget by approximately \$40,000. The recommended allocation in this amount will reimburse the Ecumenical Council for the additional costs incurred in assisting the evacuated households.

**CHILDREN, YOUTH AND FAMILY IMPACT:**

Many of the evacuated households include youth and school age children. The assistance provided to these households has enabled them to return to stable housing conditions, continue school attendance, and resume day-to-day family activities, etc.

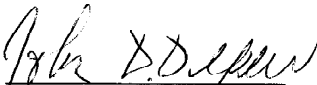
**FISCAL IMPACT:**

Approval of the subject recommendation will increase the Commission's funding for the Emergency Homeless Response Program by \$40,000. The proposed funding recommendation will be drawn from the Commission's Housing Opportunities Fund, Interest Earnings Account. The current unencumbered fund balance in the Housing Opportunities Fund, Interest Earnings Account is \$175,695. All cost associated with the evacuation of the Washington Theater will continue to be carefully monitored/audited and cost recovery will be sought from the owner of the Washington Theater Complex.

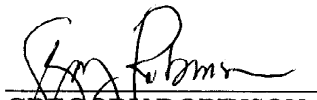
Respectfully Submitted,

  
**CYNTHIA J. KURTZ**  
City Manager/Chief Executive Officer

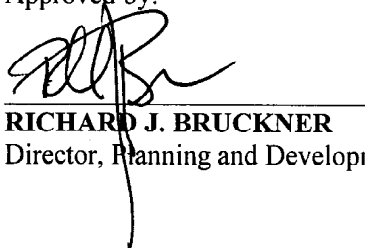
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