**COMMUNITY DEVELOPMENT COMMISSION**
**of the County of Los Angeles**
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**Gloria Molina**
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*Commissioners*

January 6, 2009

Honorable Board of Commissioners
Community Development Commission of the
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Commissioners:

**APPROVAL OF FUNDS FOR CONSTRUCTION AND REHABILITATION COSTS FOR NEW IMAGE EMERGENCY SHELTER (DISTRICT 2) (3 VOTE)**

## SUBJECT

This letter requests that your Board approve the transfer of up to $342,000 in County General Funds from the Second Supervisorial District to fund kitchen and bathroom remodeling and other associated project costs at the New Image Emergency Shelter.

## IT IS RECOMMENDED THAT YOUR BOARD:

1. Find that the approval of funds for construction, rehabilitation and other associated project costs for New Image Emergency Shelter, located at 3804 S. Broadway in the City of Los Angeles, is exempt from the provisions of the California Environmental Quality Act (CEQA), as described herein, because the proposed activities involve negligible or no expansion of an existing use.

2. Authorize the Acting Executive Director to execute all required documents necessary to accept a transfer of a total amount of up to $342,000 in County General Funds, specifically Homeless Service Center Funds from the Homeless Prevention Initiative (HPI) allocated to the Second Supervisorial District, of which $42,000 will be reserved for administrative costs for the Commission and $300,000 will be granted to New Image Emergency Shelter for kitchen and bathroom remodeling and other associated project costs.

3. Authorize the Commission, upon transfer of funds from the HPI, to incorporate up to $342,000 in County General Funds into the Commission's Fiscal Year 2008-2009 budget.

4. Authorize the Acting Executive Director to draft and execute a Grant Agreement with New Image Emergency Shelter, in a total amount of up to $300,000 in Homeless Service Center Funds for the purposes described above, effective following approval as to form by County Counsel and execution by all parties.

## PURPOSE/JUSTIFICATION OF RECOMMENDED ACTIONS

The purpose of the recommended actions is to provide funding for kitchen and bathroom remodeling and other associated project costs at the New Image Emergency Shelter Program located at 3804 S. Broadway in the City of Los Angeles.

## FISCAL IMPACT/FINANCING

The actions described herein will be funded with a portion of the $14,250,000 in CGF approved by the Board of Supervisors on April 4, 2006 as part of the HPI Homeless Services dollars for ongoing programs that focus on reducing or preventing homelessness. Each of the five County Supervisorial Districts allocates up to $1,425,000 annually from their Homeless Services funds for program and costs associated with services, operations and capital projects for homeless individuals and families.

The Second District has allocated $300,000 to the New Image Emergency Shelter and the Commission will retain an additional $42,000 (14%) as an administrative fee. The funds will pay for a portion of kitchen and bathroom remodeling costs.

## FACTS AND PROVISIONS/LEGAL REQUIREMENTS

New Image Emergency Shelter will use approximately $200,000 of the proposed funds to remodel the kitchen and make upgrades to the electrical and plumbing systems. Improvements will also be made to the lighting, sprinklers and air conditioning units, and an exhaust fan and hood will be installed in the kitchen. The upgrades will allow New Image to continue to meet the demand of preparing 2,100 meals daily and provide food and temporary housing to over 500 clients nightly.

The remaining $100,000 will be used to rehabilitate 16 restroom stalls and showers within the men's restroom and bring two stalls and showers up to handicap accessible

guidelines. Twelve urinals, 16 sinks and 12 lockers with a sitting bench will also be installed.

The Grant Agreement will allow New Image Emergency Shelter to continue to provide emergency shelter beds and an array of support services at the Emergency Shelter site located at 3804 S. Broadway Place in the City of Los Angeles. This funding will serve as gap funding for building remodeling costs that will allow New Image to continue to provide services seamlessly. The approved funds are a one-time allocation and will not be renewed.

A complete description of New Image Emergency Shelter is provided as Attachment A.

## ENVIRONMENTAL DOCUMENTATION

The proposed activities are exempt from the provisions of CEQA pursuant to State CEQA Guidelines Section 15301 because they involve negligible or no expansion of an existing use.

## IMPACT ON CURRENT PROJECTS

Approval of this action will allow for an increase in emergency shelter services available for homeless adults in the County.

Respectfully submitted,

CORDE CARRILLO
Acting Executive Director

Attachments: 1

## ATTACHMENT A

## PROJECT DESCRIPTION

## NEW IMAGE EMERGENCY SHELTER FOR THE HOMELESS, INC.

## NEW IMAGE EMERGENCY SHELTER PROGRAM

New Image Emergency Shelter for the Homeless, Inc. (New Image), a nonprofit organization, has been providing quality services to homeless and low-income individuals and families with children since 1989. Opening with one program in 1989, New Image has expanded its operations to include more than 40 local, city, county, and federal programs. In 2008, New Image operated 14 programs for individuals and families with children. Available services include housing, job search and placement, case management and supportive services, and outreach and referral services. New Image's programs are offered through five satellite locations and serve more than 1.5 million clients. New Image provides outreach and G.E.D. components to homeless youth, temporary transitional housing to families with children (including daytime child care and job placement programs), year-round shelter for up to 500 homeless persons nightly (with several pick-up sites, daily meals, beds and showers), and an outreach program for adults 18 years and older.

This funding request is for the year-round emergency shelter, which prepares 2,100 meals daily and has a nightly program providing meals and shelter to over 500 people. In order to continue to meet the needs of this number of people, the current facility is in need of remodeling and repair. This request will provide funding to remodel the kitchen and the men's bathroom.

The kitchen remodel will include new equipment to ensure proper food handling and worker safety. This will include separate serving areas for hot and cold food, installation of a hand sink in the food preparation and serving areas, proper floor drainage for cleanup, and durable and easily cleanable surfaces. A dedicated hot water heater will be installed in the kitchen and separated lockers for the personal items of the food staff will be added.

The upgrade and addition to the existing men's restroom and showers will provide an environment of sanitation and privacy while bathing. New sinks, showers, lockers and restroom stalls will help encourage usage as part of the larger program goal to achieving independence.

The grant of $300,000 will allow New Image to continue providing shelter and a full range of services in a remodeled and updated facility.

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| Construction, Rehabilitation and Associated Project Costs | $300,000 |
| Commission Administrative Fee | 42,000 |
| **Total Request** | **$342,000** |