



## A G E N D A

### GLENDALE HOUSING AUTHORITY

**COUNCIL CHAMBER, City Hall – 613 E. Broadway, 2<sup>nd</sup> Floor  
Glendale, CA 91206**

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### SEPTEMBER 12, 2017

#### 1. ROLL CALL

#### 2. CLOSED SESSION

#### 3. REGULAR BUSINESS AGENDA – 2:30 p.m. (To Commence at 3:00 p.m.)

##### a. Roll Call

##### b. Report of Clerk, re: Posting of Agenda. The Agenda for the September 12, 2017 Regular Meeting of the Glendale Housing Authority was Posted on Friday, September 8, 2017 on the Bulletin Board Outside City Hall.

#### 4. APPROVAL OF MINUTES

#### 5. ORAL COMMUNICATIONS

Discussion is limited to Items NOT a Part of this Agenda. Each Speaker is Allowed 5 Minutes. Members of the Housing Authority may Question or Respond to the Speaker, but there will be no Debate or Decision. The Matter may be Referred to Staff Through the Executive Director for Investigation and Report.

#### 6. BUSINESS AGENDA

##### a. Director of Community Services and Parks, re: Glendale Homeless Continuum of Care (CoC) Funding Application to the U.S. Department of Housing and Urban Development (HUD), Under the 2017 CoC Program Completion

1. Motion to Approve the 2017 Homeless CoC Program Priorities; Authorizing the City Manager/Executive Director or his Designee to Submit an Application to HUD on Behalf of the Glendale Homeless CoC Under the 2017 CoC Program Completion; and Authorizing the City Manager/Executive Director to Execute All Relevant Documents with HUD and Sub-Recipient Service Providers Related to the 2018-19 CoC Programs

##### b. Director of Community Services and Parks, re: FY 2017-18 Submission of Grant Application to the State of California Under the Emergency Solution Grant (ESG) Program

1. Motion to Approve the 2017 State ESG Program Funding Recommendations by Glendale's CoC Board of Directors, Authorizing the Executive Director, or his Designee, to Submit a State ESG Funding Application for \$157,398; and Execute All Necessary Agreements, Certifications, and Documents Necessary to Apply For, Accept, and Implement the Funding
2. Resolution Authorizing the Executive Director, or his Designee, to Execute the Standard Agreement, and Any Subsequent Amendments or Modifications to it, as well as Any Other Documents which are Related to the Program or the ESG Grant Awarded to the Housing Authority, as the Department May Deem Appropriate

#### 7. AUTHORITY MEMBER/STAFF COMMENTS

#### 8. NEW BUSINESS

#### 9. ADJOURNMENT



CITY OF GLENDALE, CALIFORNIA  
REPORT TO THE:

Joint  City Council  Housing Authority  Successor Agency  Oversight Board

September 12, 2017

**AGENDA ITEM**

Report: Regarding submission of Glendale Homeless Continuum of Care (CoC) funding application to the U.S. Department of Housing and Urban Development (HUD), under the 2017 COC program competition.

- (1) Authority Motion to approve the 2017 Homeless Continuum of Care (CoC) Program Priorities; authorizing the City Manager/Executive Director or his designee to submit an application to HUD on behalf of the Glendale homeless CoC under the 2017 CoC program competition; and authorizing the City Manager/Executive Director to execute all relevant documents with HUD and sub-recipient service providers related to the 2018-19 CoC Programs.

**COUNCIL ACTION**

Public Hearing  Ordinance  Consent Calendar  Action Item  Report Only   
Approved for September 12, 2017 calendar

**ADMINISTRATIVE ACTION**

Submitted by:  
Onnig Bulanikian, Director of Community Services & Parks

Signature

Prepared by:  
Ivet Samvelyan, Community Services Manager

Approved by:  
Scott Ochoa, City Manager

Reviewed by:  
Yasmin K. Beers, Assistant City Manager

Michael J. Garcia, City Attorney

Robert P. Elliot, Director of Finance *ak*

## **RECOMMENDATION**

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It is respectfully recommended that the Housing Authority approve the 2017 Homeless Continuum of Care (CoC) Program Priorities; authorizing the City Manager/Executive Director or his designee to submit an application to HUD on behalf of the Glendale homeless CoC under the 2017 CoC program competition; and authorizing the City Manager/Executive Director to execute all relevant documents with HUD and sub-recipient service providers related to the 2018-19 CoC Programs.

## **BACKGROUND/ANALYSIS**

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Since 1996, the City has applied for and received CoC Homeless Assistance funds through the CoC program competition on behalf of the City and the Glendale CoC Committee (formerly known as the Glendale Homeless Coalition). Through this annual competitive process, over \$42 million in federal (HUD) funding has been awarded to the City of Glendale exclusively for homeless programs. This year there are twelve (12) existing projects in Glendale's CoC that are eligible for renewal funding under the 2017 CoC competition. In addition, the City of Glendale is eligible to apply for a new CoC Planning Project and a new Permanent Housing Bonus Project for chronically homeless persons.

The City of Glendale is one of only three cities in the County of Los Angeles that operates its own homeless CoC and is eligible to receive CoC funds directly from HUD. The other two cities are Pasadena and Long Beach. All other communities in the County fall under the jurisdiction of the Los Angeles Homeless Services Authority (LAHSA). The City of Glendale and the Glendale CoC Committee have been successful in developing strategies and putting programs and projects in place to fill gaps in the CoC that will successfully move homeless persons through the different points in the Continuum and onto self-sufficiency.

HUD looks favorably on systems of homeless service delivery that are planned and implemented by broad-based coalitions, such as the Glendale CoC Committee, to ensure maximum coordination at the local level. Thus, HUD encourages the submission of a "Consolidated Application" in which one applicant applies on behalf of all the project sponsors in a geographic area.

HUD's CoC approach has assisted communities in planning and providing a full range of emergency, transitional and permanent housing and supportive service to address various needs of homeless persons. The fundamental components and priorities of the Glendale CoC Consolidated Application under the homeless CoC system comprise of the following:

- Permanent housing or permanent supportive housing;
- Rapid Re-housing (short term-emergency rental assistance);
- Street outreach;
- Coordinated Entry System (CES)-point to services-Intake, assessment, case management and referrals;
- Joint Transitional Housing (TH) and Permanent Housing – Rapid Re-housing (PH-RRH);
- Homeless prevention (eligible only under Emergency Solutions Grant (ESG); and
- Emergency Shelter (eligible only under (ESG)

The City of Glendale CoC is fortunate to have access to Emergency Solutions Grant (ESG), CDBG and Section 8 funds to help leverage the gap in CoC funding. In addition, for the first time, City general revenue funds have been allocated for the Landlord Incentive Program (LIP)

## **NUMBER OF PERSONS SERVED THROUGH CoC PROGRAMS**

On an annual basis, approximately 2,500 unduplicated persons are served through Glendale's COC. (Some of these persons may have been served by more than one component, i.e. street outreach, emergency shelter, Rapid Re-housing, transitional housing, and Permanent Supportive Housing.)

## **GLENDALE CoC BOARD OF DIRECTORS**

The CoC Board of Directors consists of representatives from agencies that do not receive CoC Homeless Assistance or Emergency Solutions Grant (ESG) funding. The Board must be representative of the relevant organizations and of projects serving homeless subpopulations; and include at least one homeless or formerly homeless individual. The board must also represent the following subpopulations: 1) Chronic Substance Abuse; 2) Chronically homeless families and individuals; 3) Persons with HIV/AIDS; 4) Seriously Mentally Ill; 5) Veterans; 6) Victims of Domestic Violence; 7) Unaccompanied Youth under Age 18; and 8) Youth Age 18 – 24.

The CoC Board is comprised of the following members.

- Lt. John Gilkerson - Chair of CoC Board, Glendale Police Department
- Diana Hill - Vice Chair of CoC Board, Glendale Unified School District
- Bruce Nelson – Board Member, Glendale Adventist Medical Center
- Gary Brooks - Board Member, Homeless Alumni
- Gabrielle Waring – Board Member, Downtown Women's Center
- Melissa Younesian - Board Member, Verdugo Jobs Center

The main responsibilities of the CoC Board of Directors is the evaluation of the CoC renewal applications, including making funding recommendations aligned with HUD and local priorities and ranking and tiering of the project applications. On August 15, 2017, the CoC Board of Directors presented the recommendations to the CoC Committee for final approval and submission to the Glendale Housing Authority.

The Homeless Continuum of Care (CoC) program (24 CFR part 578) is designed to promote a community-wide commitment to the goal of ending homelessness; to provide funding for efforts by nonprofit providers, States, and local governments to quickly re-house homeless individuals, families, persons fleeing domestic violence, and youth while minimizing the trauma and dislocation caused by homelessness; to promote access to and effective utilization of mainstream programs by homeless; and to optimize self-sufficiency among those experiencing homelessness.

Each year HUD releases a Notice of Funding Availability (NOFA), signifying the beginning of a funding competition among approximately 450 CoC's, the community stakeholder groups that guide local responses to homelessness. The 2017 CoC NOFA was released on July 26, 2017, opening the competition making available approximately \$2 billion to serve homeless people nationally. The City of Glendale is eligible to apply for a total of \$2,509,964 in 2017.

<b>Tier Amounts Based on Funding From:</b>	<b>Totals</b>	<b>Tier 1</b>	<b>Tier 2</b>
		<b>Funding</b>	<b>Funding</b>
Annual Renewal Demand (ARD)	\$2,302,719	\$2,164,556	\$138,163
Permanent Housing Bonus	\$138,163	-	\$138,163
CoC Planning Dollars	\$69,082		\$69,082
<b>Totals</b>	<b>\$2,509,964</b>	<b>\$2,164,556</b>	<b>\$345,408.00</b>

HUD directed CoC's to allocate 94% of its Annual Renewal Demand (the maximum amount the City can receive if all of its existing projects were re-funded), which is \$2,164,556, as Tier 1 projects and 6% of its Annual Renewal Demand, which is \$138,163, as Tier 2 projects. This year there are twelve (12) existing projects in Glendale's CoC that are eligible for renewal funding under the 2017 CoC competition.

In addition, the City of Glendale is eligible to apply for a new CoC Planning Project and a new Permanent Housing Bonus Project for chronically homeless persons.

The CoC planning project is one time funding to support CoC-wide planning committees, subcommittees and/or workgroups, to address homeless needs in the CoC's geographic area that recommend and set policy priorities for the CoC. The CoC planning funds the coordination activities, project evaluation, project monitoring, participation in the consolidation application, and the development of the CoC system.

This year the Permanent Supportive Housing Bonus is available to create multiple projects and can be used for either (1) new permanent supportive housing projects that will exclusively serve chronically homeless individuals and families or (2) Rapid Re-housing projects that will serve families or unaccompanied youth who come directly from the streets, emergency shelters, or are fleeing domestic violence, or other persons who meet the criteria of the definition of homeless.

In anticipation of HUD's publication of the FY 2017 CoC NOFA competition, on July 26, 2017, the City of Glendale issued several proposals:

- 1) One Request for Proposal (RFP) to existing homeless service providers for submission of Renewal Funding applications;
- 2) One New Project Application for a new sponsor for the existing Family Promise of the Verdugos Rapid Re-housing Program; and
- 3) One CoC Planning Project which becomes part of the City's Consolidated CoC funding application.

As expected, the NOFA and scoring criteria focus heavily on HUD's policy priorities, including making strong progress in ending chronic, veteran, youth and family homelessness, and implementing a Housing First approach system-wide. The CoC application has been restructured to be more cohesive and useful to CoC's for managing projects, building relationships, and being strategic. The application will rely heavily on the Homeless Management Information System (HMIS), a software system that provides administrative tracking of projects, clients and centralized reporting of CoC outcomes to HUD.

The funding that CoC's can apply for is divided into two tiers, Tier 1 and Tier 2. Tier 1 projects, which are predicated on local and federal priorities and program performance, are ranked high priority, and more likely to be funded. Tier 2 projects are all other projects, which are deemed low priority projects and selected for funding based on a scoring system. The scoring is based on the following factors: overall CoC score, the project's ranked order, project type, and Housing First implementation. CoC's are expected to critically evaluate projects for ranking purposes. CoC boards review and rank projects based on the scoring system.

On August 28, 2017, the CoC Board of Directors interviewed each applicant and ranked the CoC Project Renewal applications based on HUD's priorities below:

- Renewal High Performing Permanent Housing Projects, Rapid Re-housing (RRH) and Permanent Supportive Housing Program( PSH);

- New PSH projects created through reallocation for 100 percent chronically homeless;
- New Rapid Re-housing projects created through reallocation for homeless households with children;
- Renewal HMIS;
- Coordinated Entry System (CES)-point to services-Intake, assessment, case management and referrals;
- Joint Transitional Housing (JTH) and Permanent Housing – Rapid Re-Housing (PH-RRH);and
- CoC Planning Project (not ranked).
- Permanent Housing Bonus Project (not ranked).

The Consolidated Application is due to HUD on or before September 27, 2017. The Community Services & Parks Department respectfully requests that the Housing Authority approve the proposed 2017 NOFA Consolidated Funding Application and Priorities; as vetted and proposed by the Continuum of Care Committee and the Board of Directors; authorize the City Manager/Executive Director to submit the funding application to HUD; and authorize the City Manager/Executive Director to execute all necessary documents with HUD and sub-recipients related to the 2017 funding application.

### **FISCAL IMPACT**

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The proposed application to HUD under the 2017 CoC competition will total \$2,509,964. In addition, within the project budget, HUD allows a 7% allocation towards administrative costs, which are split 3.5% for City staff and 3.5% to the CoC sub-recipients. The administrative dollars allocated to the City cover approximately 25% of overall administrative costs associated with oversight and management of homeless CoC programs. The balance of remaining administrative funds not covered by the CoC program funds come from HMIS project funds and General Fund.

### **ALTERNATIVES**

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Alternative 1: The Housing Authority could approve the 2017 Homeless Continuum of Care (CoC) Program Priorities; authorizing the City Manager/Executive Director or his designee to submit an application to HUD on behalf of the Glendale homeless CoC under the 2017 CoC program competition; and authorize the City Manager/Executive Director to execute all necessary documents with HUD and sub-recipient service providers related to the 2017 application for 2018-2019 CoC Programs.

Alternative 2: Housing Authority may consider any other alternative not proposed by staff.

### **EXHIBITS**

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Exhibit 1: 2017 Proposed Continuum of Care Consolidated Application Renewal Projects  
 Exhibit 2: Campaign Finance Disclosure

**MOTION**

Moved by Housing Authority Member \_\_\_\_\_,  
seconded by Housing Authority Member \_\_\_\_\_, that the  
Housing Authority hereby:

1. Approves the 2017 Homeless Continuum of Care program priorities for the homeless assistance, as more particularly described in the September 12, 2017 staff report by the City of Glendale's Director of Community Services and Parks; and
2. Authorizes the Executive Director, or his designee, to:
  - A. Submit an application for funding to the U.S. Department of Housing and Urban Development (HUD) under the 2017 Continuum of Care Program competition; and
  - B. Execute all necessary documents with HUD and sub-recipients related to the 2017 CoC program competition for FY 2018-19 Continuum of Care programs.

Vote as Follows:

Ayes:

Noes:

Absent:

Abstain:

**APPROVED AS TO FORM**

  
\_\_\_\_\_  
Michael R. Grant  
Principal Assistant City Attorney

Date: 9-7-17

**EXHIBIT 1**

**Available Funding for Our CoC**

HUD determines the maximum award for which each CoC is eligible, determined by a combination of factors. This year, in our CoC, our eligible application amounts are as follows:

Estimated Permanent Housing Bonus Funding: \$138,163

Estimated Tier 1 Priority Funding: \$ 2,164,556

Estimated Tier 2 Priority Funding: \$138,163

Estimated Planning Funding: \$69,082

<b>Project Name</b>	<b>Amount Requested</b>
1998 and 1999 Shelter Plus Care Project	\$314,209
2001 Shelter Plus Care Project	\$164,764
Glendale HMIS Project	\$88,577
Next Step Permanent Supportive Housing Project	\$162,886
Ascencia Housing Now Program	\$352,154
Chester Street Permanent Supportive Housing Program	\$77,844
2010 Shelter Plus Care Project	\$56,454
2005 Shelter Plus Care Project	\$115,421
2011 Shelter Plus Care Project	\$53,954
Ascencia Scattered Site Permanent Supportive Housing Program	\$194,705
CES Reallocation 2015	\$620,951
Family Promise of the Verdugos Rapid Re- housing Program- Sponsor Change-City of Glendale	\$100,800
<b>Annual Renewal Demand</b>	<b>\$2,302,719</b>
CoC Planning Project	\$ 69,082
Elevate Housing Project Bonus	\$ 138,163
<b>Application Total</b>	<b>\$2,509,964</b>
<b>Tier 1 94%</b>	<b>\$ 2,164,556</b>
<b>Tier 2 6%</b>	<b>\$138,163</b>



**EXHIBIT 2****CAMPAIGN FINANCE ORDINANCE DISCLOSURE**

In accordance with the City Campaign Finance Ordinance, the following are the names and business addresses of the members of the board of directors, the chairperson, CEO, COO, CFO, Subcontractors and any person or entity with more than 10% interest in the company proposed for contract in this Agenda Item Report.

**Officers of Ascencia:**

Full Name	Title	Business Address	City	Stat	Zip
Mia S. Lee	Board President	15821 Ventura Blvd, Ste 100	Encino	CA	91436
Paul Brodsky	Vice President	2710 W. Burbank Blvd.	Burbank	CA	91505
Debbie Hinckley	Board Vice Preside	c/o 1851 Tyburn St.	Glendale	CA	91207- 1256
Jenny Chen	Board Treasurer	Hutchinson & Bloodgood; 550 N. Brand Blvd.	Glendale	CA	91203
Collin Wedel	Board Secretary	Sidley Austin, 555 W. 5 <sup>th</sup> Street	Los Angeles	CA	90013
Nicholas Lam	Board of Directors	Pacific BMW 800 S. Brand Blvd.	Glendale	CA	91204
Jim Givens	Board Member	c/o 1851 Tyburn St.	Glendale	CA	91204
Kathleen Dunleavy	Board of Directors	10960 Wilshire Blvd.	Los Angeles	CA	90024
Marvel Ford	Board of Directors	California Credit Union 701 N. Brand Blvd, 7th Floor	Glendale	CA	91203
Barry Gussow	Board of Directors	Realtor, Keller Williams 401 South First Street	Burbank	CA	91504
Tony Marcus	Board of Directors	Cathay Bank 9650 Flair Drive	El Monte	CA	91731
Steven Nakasone	Board Vice Preside	Parker Milliken Clark O'Hara & Samuelian, 555 S. Flower Street, 30th floor	Los Angeles	CA	90071- 2440
Vince Rifino	Board of Directors	Glendale Fire Department, 421 Oak Street	Glendale	CA	91204
Kathy Seuylemezian	Board of Directors	Coldwell Banker, 657 Foothill Boulevard	La Cañada	CA	91011
Shant Sahakian	Board of Directors	Sedna Solutions, 655 N. Central Avenue, 17 <sup>th</sup> Floor	Glendale	CA	91203
Gene "Chip" Stone	Board of Directors	Stone-Beck Group 550 North Brand Blvd, Ste 1000	Glendale	CA	91203
Karen Swan	Board of Directors	c/o 1851 Tyburn Street	Glendale	CA	91204
Aaron Van Voorhis	Board of Directors	Central Avenue Church	Glendale	CA	91203
Jobe Whelan	Board of Directors	Skyline Home Loans 525 N. Brand Blvd, Ste	Glendale	CA	91203

		100			
Natalie Komuro	Executive Director	1851 Tyburn Street	Glendale	CA	91204
Vicken Sosikian	Director of Operations	1851 Tyburn Street	Glendale	CA	91204

**Subcontractors of Ascencia:**

Full Name	Title	Business Address	City	State	Zip
Elisabeth Eilers	Therapist	446 S. Marengo Ave., Suite	South Pasa	CA	91205
Dr. Roy Kushel	Psychiatrist	181 N. Oak Knoll, Suite 4	Pasadena	CA	91101
OPCC	10th Decile Proj	1453 16th St	Santa Moni	CA	90404

**Officers of The Salvation Army, a California corporation:**

Full Name	Title	Business Address	City	State	Zip
David Jeffrey	Chairperson	615 Slaters Lane	Alexandria	VA	22313
James M. Knaggs	President & Director	180 East Ocean Boulevard	Long Beach	CA	90802
David E. Hudson	Vice President & Dir	180 East Ocean Boulevard	Long Beach	CA	90802
Terry O. Hughes	Secretary & Director	180 East Ocean Boulevard	Long Beach	CA	90802
Victor R. Doughty	Treasurer & Director	180 East Ocean Boulevard	Long Beach	CA	90802
Carolyn Knaggs	Director	180 East Ocean Boulevard	Long Beach	CA	90802
Edward Hill	Director	180 East Ocean Boulevard	Long Beach	CA	90802
Stephen C. Smith	Director	180 East Ocean Boulevard	Long Beach	CA	90802
Tom Melott	Assistant Treasurer	180 East Ocean Boulevard	Long Beach	CA	90802
Evelyn G. Chavez	Assistant Secretary	180 East Ocean Boulevard	Long Beach	CA	90802
Howard Yamaguchi	Assistant Secretary	180 East Ocean Boulevard	Long Beach	CA	90802

**Officers of the Door of Hope:**

Full Name	Title	Business Address	City	State	Zip
Gil Gazanian	Board President	P.O. Box 90455	Pasadena	CA	91109
Jon Shigematsu	Treasurer	P.O. Box 90455	Pasadena	CA	91109
Kevin Tippitt	Secretary	P.O. Box 90455	Pasadena	CA	91109
Rev. Andy Bales	Board of Directors	P.O. Box 90455	Pasadena	CA	91109
Jeremy Rose	Board Member	P.O. Box 90455	Pasadena	CA	91109
Ridge Burns	Board Member	P.O. Box 90455	Pasadena	CA	91109

Jim Howe	Board Member	P.O. Box 90455	Pasadena	CA	91109
Bob Joe	Board Member	P.O. Box 90455	Pasadena	CA	91109
Steve Lazarian Jr.	Board Member	P.O. Box 90455	Pasadena	CA	91109
Dr. Elizabeth Patterson	Board Member	P.O. Box 90455	Pasadena	CA	91109
Lisa Sommers	Board Member	P.O. Box 90455	Pasadena	CA	91109
George Rothwell	Board Member	P.O. Box 90455	Pasadena	CA	91109
Karen Gilmore	Board Member	P.O. Box 90455	Pasadena	CA	91109
Tim Peters	Executive Director	P.O. Box 90455	Pasadena	CA	91109

**Officers of Family Promise:**

Full Name	Title	Business Address	City	Stat	Zip
Renee Johnson	President	1100 W. Olive Ave	Burbank	Ca	91502
Nancy E. Guillen	Vice President	173 W. Magnolia Blvd	Burbank	CA	91502
Darin Borders	Treasurer	110 N. Glensk Blvd	Burbank	CA	91502
Yvette Herrera	Secretary	420 S. Sunset Canyon	Burbank	CA	91201



CITY OF GLENDALE, CALIFORNIA  
REPORT TO THE:

Joint  City Council  Housing Authority  Successor Agency  Oversight Board

September 12, 2017

**AGENDA ITEM**

Report: Regarding FY 2017-18 Submission of Grant Application to the State of California under the Emergency Solutions Grant (ESG) program.

- (1) Authority motion to approve the 2017 State Emergency Solutions Grants Program ("ESG") funding recommendations by Glendale's Continuum of Care ("CoC") Board of Directors, authorizing the Executive Director, or his designee, to submit a State ESG funding application for \$157,398; and execute all necessary agreements, certifications, and documents necessary to apply for, accept, and implement the funding.
- (2) Authority Resolution authorizing the Executive Director, or his designee, to execute the Standard Agreement, and any subsequent amendments or modifications to it, as well as any other documents which are related to the Program or the ESG grant awarded to the Housing Authority, as the Department may deem appropriate.

**COUNCIL ACTION**

Public Hearing  Ordinance  Consent Calendar  Action Item  Report Only

Approved for September 12, 2017 calendar

**ADMINISTRATIVE ACTION**

Submitted by:  
Onnig Bulanikian, Director of Community Services & Parks

Prepared by:  
Ivet Samvelyan, Community Services Manager

Approved by:  
Scott Ochoa, City Manager

Reviewed by:  
Yasmin K. Beers, Assistant City Manager

Michael J. Garcia, City Attorney

Robert P. Elliot, Director of Finance *AK*

Signature

*[Signature]*

for *[Signature]*

*[Signature]*

*[Signature]*

*[Signature]* for

*[Signature]*

## **RECOMMENDATION**

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It is respectfully recommended that the Housing Authority approve a:

1. Authority motion to approve the 2017 State Emergency Solutions Grants Program (“ESG”) funding recommendations by Glendale’s Continuum of Care (“CoC”) Board of Directors, authorizing the Executive Director, or his designee, to submit a State ESG funding application for \$157,398; and execute all necessary agreements, certifications, and documents necessary to apply for, accept, and implement the funding.
2. Authority Resolution authorizing the Executive Director, or his designee, to execute the Standard Agreement, and any subsequent amendments or modifications to it, as well as any other documents which are related to the Program or the ESG grant awarded to the Housing Authority, as the Department may deem appropriate.

## **BACKGROUND/ANALYSIS**

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On June 13, 2017, the Department of Housing and Community Development (Department) announced the availability of an estimated \$6.7 million in federal funds for the Emergency Solutions Grant (ESG) Program and approximately \$7.2 million in State funds for the California ESG Program (CA ESG) for the Continuum of Care Allocation (CoC). On July 26, 2017, the NOFA was amended to increase the estimated federal funds from \$6.7 million to \$7.2 million. The published national objective of the ESG program is to help with the expansion, improvement and operation of emergency shelter facilities, support services, rapid re-housing, and homeless prevention. The estimated State ESG funding amount available for the Glendale CoC during FY 2017-18 is \$157,398.

The Housing Authority has been a recipient of Federal ESG funding since 1987. The State Department’s newly redesigned ESG Program aims to align with local systems’ federal ESG and HEARTH goals, invest in impactful activities based on key performance goals and outcomes, improve geographic distribution of funded activities and continuity of funded activities, and create a streamlined delivery mechanism. The program emphasizes the involvement of local Continuums of Care (COC) and ESG entitlement entities in the funding distribution process. The State Department has approved the Housing Authority to act as the Administrative Entity for the State ESG program funds in collaboration with the City of Glendale COC.

The State ESG Program follows the same planning process as the Federal ESG program, in terms of identification of homeless priorities, issuance of RFP’s and proposal evaluation. ESG funding proposals are reviewed and recommended by a separate ESG homeless proposal review committee composed of members from the Glendale (CoC) Board. This committee is guided by the specific needs of the COC model of homeless services adopted by the Glendale CoC. The ESG Funding Plan that is developed is a two-year plan. Programs that are approved for funding in FY 2017-18 by the CoC Board and meet their outcomes and performance goals may be recommended for renewal for FY 2018-19.

The current COC Board is comprised of the following members:

### Board Member

1. Lt. John Gilkerson, Chair
2. Diana Hill
3. Bruce Nelson
4. Gary Brooks

### Agency

- Glendale Police Department  
Glendale Unified School District  
Glendale Adventist Medical Center  
Homeless Alumni

- 5. Melissa Younesian
- 6. Gabrielle Waring

Verdugo Jobs Center  
 Downtown Women’s Center

The following timeline was included in the RFP process.

<b>May, 2017</b>	State of California Anticipated ESG Allocation RFP released
<b>June 6, 2017</b>	Mandatory Bidder’s Conference 1pm SAME TIME AS CITY Pre – Implementation
<b>June 12, 2017</b>	Proposals due to City of Glendale
<b>June 30, 2017</b>	Proposers notified of funding awards
<b>June, 2017</b>	City notifies State of funding recommendations
<b>July 1, 2017</b> <b>August 28, 2017</b>	Program year begins (Anticipated funding reimbursement October 2017) CoC Board approval and recommendation

**FISCAL IMPACT**

The proposed application to State of California under the 2017 ESG Program will total \$157,398. Staff will return to the Housing Authority to appropriate the grant funds upon award of grant funds.

**ALTERNATIVES**

Alternative 1: Housing Authority may approve the funding recommendations, authorizing the Executive Director or his designee, to submit the 2017-2018 State ESG funding application in the amount of \$157,398, and execute all relevant ESG grant agreements with the State of California, including the Standard Agreement, and any subsequent amendments or modifications to it, as well as any other documents which are related to the Program or the ESG grant awarded to the Housing Authority, as the Department may deem appropriate.

Alternative 2: Housing Authority may consider any other alternative not proposed by staff.

**EXHIBITS**

- Exhibit 1: 2017 State ESG Funding Recommendation
- Exhibit 2: Campaign Finance Ordinance Disclosure

**MOTION**

Moved by Housing Authority Member \_\_\_\_\_,  
seconded by Housing Authority Member \_\_\_\_\_, that the  
Housing Authority hereby:

1. Accepts and approves the 2017 State Emergency Solutions Grants Program ("ESG") funding recommendations by Glendale's Continuum of Care ("CoC") Board of Directors, as further explained in the September 12, 2017 staff report by the City of Glendale's Director of Community Services and Parks; and
2. Authorizes the Executive Director, or his designee, to:
  - A. Execute and submit a State ESG funding application for \$157,398; and
  - B. Execute all necessary agreements, certifications, and documents necessary to apply for, accept, and implement the funding.

Vote as Follows:


Ayes:

Noes:

Absent:

Abstain:

**APPROVED AS TO FORM**



Michael R. Grant  
Principal Assistant City Attorney

Date: 9-7-17

**6 B 1**

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF GLENDALE,  
AUTHORIZING THE EXECUTIVE DIRECTOR OR HIS DESIGNEE TO  
RECEIVE AN EMERGENCY SOLUTIONS GRANTS (ESG) GRANT; AND  
EXECUTE A STANDARD AGREEMENT AND ALL OTHER DOCUMENTS WITH  
CALIFORNIA'S DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT**

**WHEREAS**, a necessary quorum and majority of the Housing Authority of the City of Glendale ("Housing Authority"), a public body, corporate and politic, exercising governmental functions and powers, and organized and existing under the Housing Authorities Law of the State of California (California Health and Safety Code Section 34200, et seq.) hereby consents to, adopts, and ratifies the following resolutions:

- A. **WHEREAS**, the State of California (the "State"), Department of Housing and Community Development ("Department") issued a Notice of Funding Availability (NOFA) dated July 26, 2017, under the Emergency Solutions Grants (ESG) Program ("Program"); and
- B. **WHEREAS**, the Housing Authority is an approved ESG Administrative Entity; and
- C. **WHEREAS**, the Department may approve funding allocations for the ESG Program, subject to the terms and conditions of the NOFA, Program guidelines and requirements, and the Standard Agreement and other contracts between Department and ESG grant recipients.

**NOW, THEREFORE, BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE CITY OF GLENDALE:**

- 1. If the Housing Authority receives a grant of funds from the Department, the Housing Authority represents and certifies that it will use all such funds in a manner consistent and in compliance with all applicable state, federal, and other statutes, rules, regulations, guidelines and laws ("rules and laws"), including without limitation all rules and laws regarding the ESG Program, as well as any and all contracts the Housing authority may have with the Department.
- 2. The Housing Authority is hereby authorized and directed to receive an ESG grant, in an amount not to exceed \$157,398, in accordance with all rules and laws.
- 3. The Housing Authority hereby agrees to use the ESG funds for eligible activities as approved by the Department and in accordance with all Program requirements, and other rules and laws, as well as in a manner consistent and in compliance with the Standard Agreement and other contracts between the Housing Authority and the Department.
- 4. Scott Ochoa, Executive Director, or his designee, is authorized to execute the Standard Agreement, and any subsequent amendments or modifications to it, as well as any other documents which are related to the Program or the ESG grant awarded to the Housing Authority, as the Department may deem appropriate.



Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2017

\_\_\_\_\_  
Chair of the Housing Authority  
of the City of Glendale

ATTEST:

\_\_\_\_\_  
Clerk of the Housing Authority  
of the City of Glendale

STATE OF CALIFORNIA     )  
  ) SS  
COUNTY OF LOS ANGELES )

I, Ardashes Kassakhian, Clerk of the Housing Authority of the City of Glendale, certify that the foregoing Resolution No. \_\_\_\_\_ was adopted by the Housing Authority of the City of Glendale, California, at a regular meeting held on the day \_\_\_\_ of \_\_\_\_\_, 2017, by the following vote:

Ayes:

Noes:

Absent:

Abstain:

\_\_\_\_\_  
Clerk of the Housing Authority  
of the City of Glendale

**APPROVED AS TO FORM**



Michael R. Grant  
Principal Assistant City Attorney

Date: 9-7-17

**EXHIBIT 1**

**2017 ESG SUMMARY OF FUNDING RECOMMENDED BY ACTIVITY CATEGORY**

	1070	1075	1064	1072	
	Shelter Services costs Shelter Operations Essential Services	Rapid Re- Housing Search and Mediation	HMIS	Admin	Total
YWCA of Glendale Sunrise Village Emergency Shelter Program	\$ 58,527			\$ -	\$ 58,527
HMIS Project			\$ 15,000		\$ 15,000
City of Glendale Outreach	\$ 11,007				\$ 11,007
City of Glendale Rapid Re- Housing Search and Mediation		\$ 40,000		\$ 7,864	\$ 47,864
Emergency Housing Program Ascencia	\$ 25,000.00			\$ -	\$ 25,000.00
<b>TOTAL FUNDING REQUESTS</b>	<b>\$ 94,534</b>	<b>\$ -</b>	<b>\$ 40,000</b>	<b>\$ 7,864</b>	<b>\$ 157,398</b>

## EXHIBIT 2

### CAMPAIGN FINANCE ORDINANCE DISCLOSURE

In accordance with the City Campaign Finance Ordinance, the following are the names and business addresses of the members of the board of directors, the chairperson, CEO, COO, CFO, Subcontractors and any person or entity with more than 10% interest in the company proposed for contract in this Agenda Item Report.

#### Officers of Ascencia:

Full Name	Title	Business Address	City	Stat	Zip
Mia S. Lee	Board President	15821 Ventura Blvd, Ste 100	Encino	CA	91436
Paul Brodsky	Vice President	2710 W. Burbank Blvd.	Burbank	CA	91505
Debbie Hinckley	Board Vice Preside	c/o 1851 Tyburn St.	Glendale	CA	91207- 1256
Jenny Chen	Board Treasurer	Hutchinson & Bloodgood; 550 N. Brand Blvd.	Glendale	CA	91203
Collin Wedel	Board Secretary	Sidley Austin, 555 W. 5 <sup>th</sup> Street	Los Angeles	CA	90013
Nicholas Lam	Board of Directors	Pacific BMW 800 S. Brand Blvd.	Glendale	CA	91204
Jim Givens	Board Member	c/o 1851 Tyburn St.	Glendale	CA	91204
Kathleen Dunleavy	Board of Directors	10960 Wilshire Blvd.	Los Angeles	CA	90024
Marvel Ford	Board of Directors	California Credit Union 701 N. Brand Blvd, 7th Floor	Glendale	CA	91203
Barry Gussow	Board of Directors	Realtor, Keller Williams 401 South First Street	Burbank	CA	91504
Tony Marcus	Board of Directors	Cathay Bank 9650 Flair Drive	El Monte	CA	91731
Steven Nakasone	Board Vice Preside	Parker Milliken Clark O'Hara & Samuelian, 555 S. Flower Street, 30th floor	Los Angeles	CA	90071- 2440
Vince Rifino	Board of Directors	Glendale Fire Department, 421 Oak Street	Glendale	CA	91204
Kathy Seuylemezian	Board of Directors	Coldwell Banker, 657 Foothill Boulevard	La Cañada	CA	91011
Shant Sahakian	Board of Directors	Sedna Solutions, 655 N. Central Avenue, 17 <sup>th</sup> Floor	Glendale	CA	91203
Gene "Chip" Stone	Board of Directors	Stone-Beck Group 550 North Brand Blvd, Ste 1000	Glendale	CA	91203
Karen Swan	Board of Directors	c/o 1851 Tyburn Street	Glendale	CA	91204

Aaron Van Voorhis	Board of Directors	Central Avenue Church	Glendale	CA	91203
Jobe Whelan	Board of Directors	Skyline Home Loans 525 N. Brand Blvd, Ste 100	Glendale	CA	91203
Natalie Komuro	Executive Director	1851 Tyburn Street	Glendale	CA	91204
Vicken Sosikian	Director of Operations	1851 Tyburn Street	Glendale	CA	91204

**Subcontractors of Ascencia:**

Full Name	Title	Business Address	City	State	Zip
Elisabeth Eilers	Therapist	446 S. Marengo Ave., Suite	South Pasa	CA	91205
Dr. Roy Kushel	Psychiatrist	181 N. Oak Knoll, Suite 4	Pasadena	CA	91101
OPCC	10th Decile Proj	1453 16th St	Santa Monic	CA	90404

**Officers of The Salvation Army, a California corporation:**

Full Name	Title	Business Address	City	State	Zip
David Jeffrey	Chairperson	615 Slaters Lane	Alexandria	VA	22313
James M. Knaggs	President & Director	180 East Ocean Boulevard	Long Beach	CA	90802
David E. Hudson	Vice President & Dir	180 East Ocean Boulevard	Long Beach	CA	90802
Terry O. Hughes	Secretary & Director	180 East Ocean Boulevard	Long Beach	CA	90802
Victor R. Doughty	Treasurer & Director	180 East Ocean Boulevard	Long Beach	CA	90802
Carolyn Knaggs	Director	180 East Ocean Boulevard	Long Beach	CA	90802
Edward Hill	Director	180 East Ocean Boulevard	Long Beach	CA	90802
Stephen C. Smith	Director	180 East Ocean Boulevard	Long Beach	CA	90802
Tom Melott	Assistant Treasurer	180 East Ocean Boulevard	Long Beach	CA	90802
Evelyn G. Chavez	Assistant Secretary	180 East Ocean Boulevard	Long Beach	CA	90802
Howard Yamaguchi	Assistant Secretary	180 East Ocean Boulevard	Long Beach	CA	90802

**EXHIBIT 2**

<b>Full Name</b>	<b>Title</b>	<b>Business Address</b>	<b>City</b>	<b>State</b>	<b>Zip</b>
Tara Peterson	Executive Director	735 E. Lexington Drive	Glendale	CA	91206
Anie Aton	Director of Finance & Administration	735 E. Lexington Drive	Glendale	CA	91206
Suzonne Slaughter	President Board of Directors	1134 N. Isabel Street	Glendale	CA	91207
Jerome French	Board Member	1021 Avon Place	Pasadena	CA	91030
Allison Fuller	Board Member	3231 E. Foothill Blvd.	Pasadena	CA	91107
Valerie Merritt	Board Member	1700 Melwood Drive	Glendale	CA	91207
Jade Dhatchayangkul	Board Member	3142 Mills Ave.	La Crescenta	CA	91214
Ani Adjemian	Board Member	707 Wilshire Blvd, Suite 3280	Los Angeles	CA	90017
Richard Bennett	Board Member	1229 Geneva Street	Glendale	CA	91207
Wendy Grove	Board Member	9417 Haines Cyn Ave.	Tujunga	CA	91042
T.C. Kim	Board Member	1818 Vassar Ave., #202	Glendale	CA	91204
Seda Khojayan	Board Member	543 W. Stocker Street, #1	Glendale	CA	91202
Guillaume Lemoine	Board Member	300 Brockmont Drive	Glendale	CA	91202