



# Administrative Report

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H.24., File # 23-6869

Meeting Date: 9/19/2023

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**To:** MAYOR AND CITY COUNCIL

**From:** MICHAEL W. WEBB, CITY ATTORNEY; JOY A. FORD, QUALITY OF LIFE  
PROSECUTOR

## **TITLE**

APPROVE FOURTH AMENDMENT TO THE LETTER OF AGREEMENT FOR FUNDING AND OPERATION OF THE REDONDO BEACH EMERGENCY HOMELESS SHELTER (PALLET SHELTER).

## **EXECUTIVE SUMMARY**

The Letter of Agreement (LOA) with the Los Angeles County for the Redondo Beach Pallet Shelter operational costs is set to expire on September 30, 2023. The attached Fourth Amendment to the LOA is being presented to the Mayor and Council for approval to extend the term to September 30, 2024, keeping all other terms the same. Redondo's Permanent Local Housing Allocation (PLHA) will continue to fund the City's monthly contribution to the County for the operational costs.

During the budget adoption for Fiscal Year 2023-2024, the City Council approved adding twenty-five (25) more pallet shelters to the existing twenty (20) pallet shelters. The City Attorney's Office is currently working with the County on securing funding for those capital improvements and increase in operations. It is likely a new agreement for the expansion will be presented to Council before the expiration of this Fourth Amendment.

## **BACKGROUND**

On December 31, 2020, the City Council approved an LOA with Los Angeles County for the shared operational and human services costs of the Redondo Beach Pallet Shelter to provide emergency transitional housing for people experiencing homelessness in Redondo Beach. On June 8, 2021, the City Council approved a first amendment to the LOA to extend the term of the Pallet Shelter for thirteen (13) months. On June 7, 2022, City Council approved a second amendment to the LOA to extend the term to September 30, 2022 to give staff time to explore grant funding to continue the operations of the Pallet Shelter. On August 9, 2022, the City Council extended the agreement to September 30, 2023.

Ashley Oh, Principal Analyst for the Homeless Initiative of the Los Angeles Chief Executive Office, introduced the City Attorney's office to the PLHA state funding. Although earmarked by the State for Redondo Beach, the City's Housing Authority had not previously applied for it. The City Attorney's office and City Manager's office worked to submit the application before the deadline and was

awarded \$557,962 in February. This allocation will more than cover the City's share of the Pallet Shelter operational costs if Council approves the amendment to extend the LOA another year. Currently, the City contributes \$26,607.21 a month to the County for the Pallet Shelter. The Fourth Amendment to the LOA will maintain that same monthly contribution for another year.

The City Council approved the addition of twenty-five (25) more pallet shelters during the last budget adoption. Los Angeles Supervisor Holly Mitchell supports expanding the Redondo Beach Pallet Shelter. The City Attorney's Office met and continues to meet with Supervisor Mitchell's staff, County Department of Health Services and the County Chief Executive Office, Homelessness Initiative to discuss budgets and funding for the expansion. This process will take some time, but it is likely a new agreement for the expansion will be brought back to Council prior to the September 30, 2024 expiration date.

Staff recommends that the Mayor and Council approve the current amendment to continue the Pallet Shelter while the City Attorney's Office works with the County on the proposed expansion.

### **COORDINATION**

The City Attorney's Office coordinated with Los Angeles Board of Supervisor Holly Mitchell's office, the Los Angeles County Department of Health Services and Los Angeles Chief Executive Office, Homelessness Initiative.

### **FISCAL IMPACT**

Operational costs will be funded by the PLHA grant.

### **ATTACHMENTS**

- Amendment Number Four to Letter of Agreement (To be blue foldered)
- Letter of Agreement
- Amendment Number One to Letter of Agreement
- Amendment Number Two to Letter of Agreement
- Amendment Number Three to Letter of Agreement