



# **COVID-19 HOMELESS SERVICES – EXTENSION OF NON-CONGREGATE SHELTER PROGRAM**

City Council  
December 15, 2020

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Services Manager

# Background

- March 2020 – City enters into series of agreements with Sandman Hotel and Catholic Charities for Non-Congregate Shelter (NCS)
- “At-risk” sheltered and unsheltered
- Agreements approved by City Manager – Director of Emergency Services
- NCS Program – Hotel/shelter + services

# Council Approval

- July 2020
  - Agreement with Catholic Charities – July to December 2020
  - Appropriation for NCS for March to June 2020
- October 2020
  - Purchase Order with Sandman Hotel March to December 2020
  - Appropriation for hotel rooms for July to December 2020

# NCS Estimated Costs

- Services
- \$111,515 monthly budget
- \$669,090 – Jan. to June 2021
- Basic needs – shelter, meals, transportation
- Case management
- Referrals
- COVID-19 screening

# NCS Estimated Costs

- Hotel - 91 rooms
- \$129 daily room rate
- \$82,173 weekly rate
- \$363,909 monthly rate – January
- \$2,224,759 – Jan. to June 2021
  - Includes \$100,000 contingency
- Previously paid
  - \$500 non-refundable cleaning fee - \$45,500
  - \$1000 damage waiver - \$91,000

# NCS Estimated Costs

\$3,779,047 - March to Dec. 2020

\$2,893,849 - Jan. to June 2021

\$6,672,896 – Total March 2020 to  
June 2021

# Current Request

- Approve 6<sup>th</sup> Amendment to Grant Agreement with Catholic Charities for up to 6 months
- Authorize City Manager to execute agreements with Sandman Hotel or other hotel for up to 6 months
- Terminate prior to June 2021 if City deems services no longer necessary

# Current Request

- Appropriate funding for period January 1 to June 30, 2021
  - \$669,090 – Catholic Charities/services
  - \$2,224,759 – Sandman Hotel
- \$2,893,849 – Total current appropriation hotel + services



# Current Request

- Provide continued NCS for those most at-risk of exposure to COVID-19
- Unspent appropriation will be returned to the General Fund
- Staff submitted application to FEMA seeking reimbursement

# Recommendation

It is recommended by the Housing and Community Services Department that Council, by two resolutions:

1) approve a Sixth Amendment to Grant Agreement for COVID-19 Homeless Services with Catholic Charities of the Diocese of Santa Rosa for the existing Non-Congregate Shelter Program currently located at the Sandman Hotel to extend the term through June 30, 2021 and to increase the not-to-exceed amount by \$669,090;

# Recommendation (Cont'd)

2) authorize the City Manager or his designee to negotiate and execute agreement(s) with Sandman Hotel, or other alternate or supplemental shelter locations and/or hotels approved by the City, for up to six months provided that such agreement(s) do not exceed \$2,224,759 (including a \$100,000 budget for cleaning/damage contingencies) and the agreement(s) are in a form approved by the City Attorney; and

# Recommendation (Cont'd)

3) appropriate a combined total amount not-to-exceed \$2,893,849 from General Fund unassigned reserves to cover costs for the Non-Congregate Shelter Program or other COVID-19 related homeless services for up to six months (January 1, 2021 to June 30, 2021).