

CITY OF SANTA ROSA  
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL  
FROM: KELLI KUYKENDALL, HOUSING AND COMMUNITY SERVICES  
MANAGER  
HOUSING AND COMMUNITY SERVICES  
SUBJECT: OPERATING AGREEMENT FOR THE SAMUEL L. JONES HALL  
HOMELESS SHELTER AND HOMELESS SERVICES GRANT  
AGREEMENTS FOR FISCAL YEAR 2022/2023

AGENDA ACTION: TWO RESOLUTIONS

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RECOMMENDATION

It is recommended by the Housing and Community Services Department that the Council, by two resolutions, approve the following: 1) an Agreement for the Operation and Use of the Samuel L. Jones Hall Homeless Shelter Housing-Focused Program with Catholic Charities of the Diocese of Santa Rosa in the amount of \$2,128,742 for the initial period July 1, 2022 to June 30, 2023 (Year 1) and continuing for up to five years total (Fiscal Year 2022/2023 to Fiscal Year 2026/2027) on a conditional basis subject to contractor performance and funding availability; and 2) grant agreements for the provision of homeless services with Catholic Charities of the Diocese of Santa Rosa (Homeless Outreach Services Team in the amount of \$1,035,450), YWCA Sonoma County (Safe House Shelter Program in the amount of \$50,000), and Community Action Partnership of Sonoma County (HCA Family Fund in the amount of \$60,000) for the initial period July 1, 2022 to June 30, 2023 (Year 1) and continuing for up to five years total (Fiscal Year 2022/2023 to Fiscal Year 2026/2027) on a conditional basis subject to contractor performance and funding availability.

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EXECUTIVE SUMMARY

Following the issuance of a Request for Proposals (RFP) for the provision of homeless services and operation of the Samuel L. Jones Hall Homeless Shelter (SJH) for Fiscal Year 2022/2023, subsequent review by an evaluation committee and staff recommendation, on February 22, 2022, Council approved Catholic Charities of the Diocese of Santa Rosa (Catholic Charities) as the operator of the SJH as well as continuing with homeless services providers which currently contract with the City and submitted applications in response to the RFP – Catholic Charities (Homeless Services Center, Family Support Center, and Homeless Outreach Services Team) and YWCA Sonoma County (Safe House Shelter). Council also directed staff to return with

contracts for their consideration. Funding recommendations were not made as part of the February 22, 2022 Council action.

Consistent with Council direction, this agenda item seeks approval of agreements with Catholic Charities for the Homeless Outreach Services Team (HOST) and SJH in the respective amounts of \$1,035,450 and \$2,128,742, and with YWCA Sonoma County for the Safe House Shelter program in the amount of \$50,000. Additionally, this agenda items seeks approval of a grant agreement with Community Action Partnership of Sonoma County (CAP Sonoma County) for the HCA Family Fund in the amount of \$60,000, an agency which currently contracts with the City and applied for funding under the City's Public Services Program. The agreements for the Homeless Services Center (HSC) and Family Support Center (FSC), which receive Community Development Block Grant (CDBG) funding through the Public Services Program will be considered under a separate item on the June 7, 2022 Council agenda per U.S. Department of Housing and Urban Development (HUD) requirements.

#### BACKGROUND

1. Following the issuance of a RFP for the provision of homeless services and operation of the SJH for Fiscal Year 2022/2023, subsequent review by an evaluation committee and staff recommendation, on February 22, 2022, Council approved the following:
  - Catholic Charities for the provision of City-sponsored homeless services for the HSC, FSC, and HOST and for the operation of the SJH;
  - YWCA Sonoma County for the provision of City-sponsored homeless services via operation of its Safe House Shelter program;
  - Preparation of agreements for these programs for Council consideration for the initial period July 1, 2022 to June 30, 2023 (Year 1) and continuing for up to five years total (Fiscal Year 2022/2023 to Fiscal Year 2026/2027) on a conditional basis subject to contractor performance and funding availability.
2. The Living Room and CAP Sonoma County (HCA Family Fund), which currently contract with the City, did not submit proposals in response to the RFP. As an alternative, these agencies applied through the City's Public Services Program, which provides CDBG funding for the provision of homeless services.
3. An agreement for the Living Room, along with agreements for the HSC and FSC, will be considered under a separate item on the June 7, 2022 Council agenda per HUD requirements. Due to limited CDBG resources, CAP Sonoma County (HCA Family Fund) will be funded with General Fund and/or American Rescue Plan Act (ARPA) funding and, therefore, the agreement is being considered under this agenda item.

### PRIOR CITY COUNCIL REVIEW

On November 9, 2021, staff provided a study session to review a draft RFP for the provision of homeless services and operation of SJH for Fiscal Year 2022/2023. Following the study session, Council directed staff to issue the RFP.

On February 22, 2022, Council 1) approved Catholic Charities for the provision of City-sponsored homeless services for the following programs – HSC, FSC, and HOST; 2) approved YWCA Sonoma County for the provision of City-sponsored homeless services via operation of its Safe House Shelter program; 3) approved Catholic Charities as the operator of the SJH; and 4) directed staff to prepare agreements for these programs for Council consideration for the initial period July 1, 2022 to June 30, 2023 (Year 1) and continuing for up to five years total (Fiscal Year 2022/2023 to Fiscal Year 2026/2027) on a conditional basis subject to contractor performance and funding availability.

### ANALYSIS

1. The agreements (attached) include detailed scopes of work/services and budgets, summarized below, and quarterly reporting requirements. These programs will be funded from the General Fund and/or ARPA funding subject to eligibility. SJH also receives funding from the County of Sonoma and Community Foundation Sonoma County.

| <b>Agency/<br/>Program</b>         | <b>Program<br/>Description</b>                                                                                    | <b>City<br/>Budget<br/>FY 22/23</b> | <b>Goals/<br/>Outcomes</b>                                                                                                                                                                                        |
|------------------------------------|-------------------------------------------------------------------------------------------------------------------|-------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Catholic<br/>Charities/SJH</b>  | Emergency shelter for single adults. Provides up to 213 beds, basic services plus housing-focused case management | \$2,128,742                         | <ul style="list-style-type: none"><li>• 700 individuals provided shelter</li><li>• 20% exit to temporary housing</li><li>• 20% exit to permanent housing</li></ul>                                                |
| <b>Catholic<br/>Charities/HOST</b> | Street outreach team focused on engaging individuals residing in encampments into services, shelter, housing      | \$1,035,450                         | <ul style="list-style-type: none"><li>• 400 unsheltered individuals engaged</li><li>• Administration of Housing First Fund</li><li>• 50% provided safe shelter</li><li>• 40% provided permanent housing</li></ul> |

|                                                   |                                                                                        |                                                           |                                                                                                                                                                                                                                  |
|---------------------------------------------------|----------------------------------------------------------------------------------------|-----------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>YWCA Sonoma County/<br/>Safe House Shelter</b> | Emergency shelter for homeless victims of domestic violence                            | \$50,000<br><br>5 emergency beds plus supportive services | <ul style="list-style-type: none"> <li>• Provide safe shelter, case management, legal advocacy, therapy</li> <li>• Increased self-sufficiency and safety</li> </ul>                                                              |
| <b>CAP Sonoma County/<br/>HCA Family Fund</b>     | Financial assistance with security deposits, rent, mortgage provided via private donor | \$60,000<br><br>Program admin.                            | <ul style="list-style-type: none"> <li>• 180 individuals receive financial assistance</li> <li>• 100% complete financial literacy, credit counseling</li> <li>• 75% maintain housing</li> <li>• 15% exit homelessness</li> </ul> |
| <b>Total</b>                                      |                                                                                        | <b>\$3,274,192</b>                                        |                                                                                                                                                                                                                                  |

2. A summary of the FSC, HSC, and The Living Room is provided below given that these are City-sponsored homeless services programs; however, agreements for these programs will be approved under a separate item on the June 7, 2022 Council agenda per HUD requirements. These programs are funded from CDBG, General Fund and/or ARPA funding subject to eligibility.

| <b>Agency/<br/>Program</b>         | <b>Program Description</b>                                                                                   | <b>City Budget<br/>FY 22/23</b> | <b>Goals/<br/>Outcomes</b>                                                                                                                                                                                                                                                          |
|------------------------------------|--------------------------------------------------------------------------------------------------------------|---------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Catholic Charities/<br/>HSC</b> | Drop-in center, provides basic services - showers, laundry, telephone, mail, referrals, and shelter intake   | \$236,000                       | <ul style="list-style-type: none"> <li>• 2,100 individuals receive basic services</li> <li>• 11,000 showers</li> <li>• 4,300 laundries provided</li> <li>• 20% enrolled in Coordinated Entry</li> <li>• Operate Warming Center per Extreme Weather Warming Center policy</li> </ul> |
| <b>Catholic Charities/<br/>FSC</b> | Emergency shelter for families. Provides up to 138 beds, basic services plus housing-focused case management | \$196,000                       | <ul style="list-style-type: none"> <li>• 350 adults and children receive shelter</li> <li>• 40% of families exit to temporary housing</li> <li>• 37% of families exit to permanent housing</li> </ul>                                                                               |

|                        |                                                                                                  |                  |                                                                                                                                                                |
|------------------------|--------------------------------------------------------------------------------------------------|------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>The Living Room</b> | Case management, counseling, transitional housing, and meals for women experiencing homelessness | \$38,870         | <ul style="list-style-type: none"><li>• 16 women and children provided transitional housing, supportive services</li><li>• 500 meals provided weekly</li></ul> |
| <b>Total</b>           |                                                                                                  | <b>\$470,870</b> |                                                                                                                                                                |

3. Subject to Council approval, the agreements will allow for the provision of City-sponsored homeless service programs (outlined in Analysis #1) for the for the initial period July 1, 2022 to June 30, 2023 (Year 1) and continuing for up to five years total (Fiscal Year 2022/2023 to Fiscal Year 2026/2027) on a conditional basis subject to contractor performance and funding availability. The Director of Housing and Community Services will have authority to execute amendments to the agreements subject to these parameters.
4. Staff is seeking approval of the agreements with Catholic Charities (SJH and HOST), CAP Sonoma County (HCA Family Fund), and YWCA Sonoma County (Safe House Shelter).

#### FISCAL IMPACT

The proposed agreements, if approved, will provide \$3,274,192 from the General Fund and/or ARPA funding subject to eligibility and to Council's approval of the Fiscal Year 2022/2023 budget.

#### ENVIRONMENTAL IMPACT

This action is exempt from the California Environmental Quality Act (CEQA) because it is not a project which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment, pursuant to CEQA Guideline section 15378.

#### BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable.

#### NOTIFICATION

Not applicable.

### ATTACHMENTS

- Resolution/Exhibit A – Agreement for the Operation and Use of the Samuel L. Jones Hall Homeless Shelter
- Resolution/Exhibit A – C – Grant Agreements with Catholic Charities, YWCA, Community Action Partnership

### CONTACT

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